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FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-01

MINUTES

Fire Commission

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18/04

San Francisco, California

January 8, 2004

The Regular Meeting scheduled for 6:00 p.m.

on January 8, 2004, has been cancelled.

DOCUMENTS DEPT.

JAN 20 2004

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Tania Bauer
Secretary

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SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, January 15, 2004 – 11:00 a.m.

698 Second Street, Room 102 ▪ San Francisco ▪ California ▪ 94107

Item No.

1. On ROLL CALL, the following were present:

President	Stephen A. Nakajo
Vice President	Russell S. Roeca
Commissioner	Pat Norman
Commissioner	Carlota del Portillo
Commissioner	Paul Conroy

Joseph Asaro, Acting Chief of Department was excused

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2. PUBLIC COMMENT

There was no public comment

3. CLOSED SESSION – Public Employee Appointment

Pursuant to the Ralph M. Brown Act, Government Code Section 54947 and 54954.5, and the San Francisco Administrative Code Section 67.10(b), the Fire Commission will meet in closed session for discussion and approval regarding the appointment of Chief of Department.

3.1. Vote on whether to hold Closed Session

Commissioner Roeca moved to hold a closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

3.2. Public Comment on Closed Session for Commission Deliberations under Government Code 54957

There was no public comment. The Commission went into closed session at 11:10 a.m.

3.3. Reconvene in Open Session

The Commission reconvened in open session at 11:50 a.m.

a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).

Commissioner Norman moved to report on action taken in closed session and Commissioner Conroy seconded. The motion was unanimously approved.

President Nakajo reported that under the San Francisco Charter, the Fire Commission has the authority to nominate up to three people for the position of Chief of Department. The Mayor may accept one nomination or may request more. After the Commission submits the names, the Mayor makes the appointment.

The Mayor may announce his choice prior to the Commission's submission of nominees. The Commission may, but is not required to, include that choice in the nominations.

The Fire Commission, by unanimous vote, nominated only one person for the appointment and that person was Assistant Deputy Chief Joanne Hayes-White.

b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).

Commissioner del Portillo moved not to disclose any discussion held during the closed session and Commissioner Roeca seconded. The motion was unanimously approved.

4. ADJOURNMENT

There being no further business before the Commission, the hearing was adjourned at 12:05 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-03

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – January 22, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

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1. **ON ROLL CALL,** the following were noted present:

   President Stephen A. Nakajo
   Vice President Russell S. Roeca
   Commissioner Pat Norman
   Commissioner Paul A. Conroy

   Commissioner Carlota del Portillo was excused for business reasons.

   Joanne M. Hayes-White - Chief of Department
   Federico J. Sanchez - Deputy Chief, Operations

   Assistant Deputy Chiefs – Staff:

   Gary P. Massetani - Division of Fire Prevention & Investigation

   Chief Officers – Staff:

   Marshal Isaacs, M.D. - Emergency Medical Services

   Chief Officers – Firefighting Services:

   Audry Lee - Division 2 (Acting)
   Johnny R. Lo - Division 3

2. **APPROVAL OF THE MINUTES**

   Regular Meetings of October 9 and December 11, 2003, and Special Meetings of December 11, 2003 (3:00 p.m., 3:30 p.m. and 4:00 p.m.)

   Commissioner Roeca moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

3. **CONSENT CALENDAR**

   All matters listed hereunder (Items A through N) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during December 2003.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during November 2003.

Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, November 22 through December 5, 2003, and December 6 through December 19, 2003.

B. Appointments

Reporting the following PROBATIONARY appointment effective *DECEMBER 29, 2003:*

7205 Chief Stationary Engineer

Hernan E. Miras (vice: Seung Hong, resigned)

Reporting the following PROBATIONARY appointment effective *JANUARY 5, 2004:*

7514 General Laborer

Ricardo Zaragoza-Cabrera, Jr. (vice: Brandon Yanez, terminated)

C. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Gavin, Thomas	H1 Fire Rescue Paramedic	Ind. Dis.	Sep. 27, 2003

(Retirement Certificate will be presented at Fire Commission meeting of April 22, 2004)

D. Military Leaves

Submitting for approval applications from four members for Military Leaves of Absence, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Donnelly, Mark CMSGT (With Pay)	H30 Capt.	11-19-03 thru 11-20-03	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
(With Pay)		11-22-03 thru 11-23-03	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
(With Pay)		11-30-03 thru 12-05-03	6	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
Lucha, Roberto SSG (Without Pay)	H2 FF	12-06-03 thru 12-07-03	2	CA Army Nat'l Gd. Camp Parks, CA	Attend Inactive Duty Training

(With Pay)		12-08-03 thru 12-12-03	5	CA Army Nat'l Gd. Camp Roberts, CA	Attend Annual Training
Reed, Robert FS1 (With Pay)	H2 FF	12-05-03 thru 12-16-03	12	US Coast Gd. Res. Sausalito, CA	Attend Annual Training
Brown, Mark TSGT (With Pay)	H2 FF	01-10-04 thru 01-18-04	9	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

E. Suspension

Reporting suspension of the following:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H20 Acting Lieutenant	Engine 7	2	12-21-03 thru 12-22-03	Sec. 3915 (Proper Behavior) Sec. 3919 (Unacceptable Language) Sec. 3924 (Insubordination)
1 H20 Lieutenant	Engine 2	2	01-13-04 thru 01-14-04	Sec. 1102 (Accountability) Sec. 1202 (Authority and Responsibilities) Sec. 2805 (Leadership)

F. Resignation

Submitting resignation of 140 Chief of Department Mario H. Treviño, effective January 7, 2004. (Approximate length of service – two years.)

G. Resignation

Submitting resignation of 1222 Senior Payroll and Personnel Clerk Belinda Chin, effective January 5, 2004. (Resigned in order to accept Permanent 1224 Principal Payroll and Personnel Clerk position at the Police Department. Approximate length of service – four years.)

H. Separation

Reporting separation of 7388 Utility Plumber Daniel A. Mallen, effective December 22, 2003. (Transferred to PUC. Approximate length of service – four years.)

I. Leave of Absence

Submitting request for leave of absence with pay for Assistant Deputy Chief Lorrie Kalos, Division of Support Services, for five days, December 15 through December 19, 2003, in order to attend the Incident Response to Terrorist Bombing Training at New Mexico Techs in Socorro, New Mexico. All expenses will be incurred by the Federal Government. Assistant Deputy Chief Kalos will not be replaced.

J. Leave of Absence

Submitting request for leave of absence with pay for Assistant Deputy Chief Gary Massetani, Fire Marshal, Division of Fire Prevention and Investigation, for 2.5 days, January 28 through January 30, 2004, in order to represent the San Francisco Fire Department at the Joint Operations Team North and South Meeting presented by FIRESCOPE

CALIFORNIA, in San Luis Obispo, California. Transportation, lodging and per diem expenses are included in the 2003-04 budget. Assistant Deputy Chief Massetani will not be replaced.

K. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from September 2003 through September 2004 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1222 Senior Payroll/Personnel	55
1	H1 Paramedic	25
24	H2 Firefighter	727
11	H3 Firefighter/Paramedic	412
1	H4 Inspector	40
1	H10 Chiefs Operator	12
3	H20 Lieutenant	30
1	H30 Captain	6
1	H33 Rescue Captain	6
1	H40 Battalion Chief	6
	Total number of Days with Pay	1319

Submitting requests for intermittent leaves with pay for the time period from July 2003 through December 2004 for the following:

1	1652 Senior Accountant	Dec. 03, 2003 – Feb. 05, 2004
1	H2 Firefighter	Oct. 26, 2003 – Oct. 26, 2004
1	H2 Firefighter	Sep. 05, 2003 – Sep. 05, 2004
1	H2 Firefighter	Nov. 05, 2003 – Nov. 05, 2004
1	H2 Firefighter	Dec. 15, 2003 – Dec. 15, 2004
1	H2 Firefighter	Dec. 30, 2003 – Oct. 05, 2004
1	H2 Firefighter	Dec. 10, 2003 – Dec. 10, 2004
1	H2 Firefighter	Dec. 15, 2003 – Nov. 24, 2004
1	H2 Firefighter	Dec. 01, 2003 – Nov. 01, 2004
1	H2 Firefighter	Jul. 22, 2003 – Jan. 22, 2004
1	H2 Firefighter	Jan. 02, 2004 – Nov. 19, 2004
1	H2 Firefighter	Dec. 25, 2003 – Dec. 24, 2004
1	H3 Firefighter/Paramedic	Nov. 24, 2003 – Nov. 04, 2004
1	H20 Lieutenant	Dec. 31, 2003 – Dec. 31, 2004
1	H33 Rescue Captain	Dec. 08, 2003 – Dec. 08, 2004

L. Leaves of Absence without Pay

Submitting requests for leaves of absence <u>without pay</u> for the time period from October 2003 through December 2003 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
3	H2 Firefighter	373
	Total number of Days w/o Pay	373

M. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Cliff Rescue 1	03-4-085	9/13/03		A	File
Cause:	While exiting station and responding, Cliff Rescue 1 struck apparatus door because it had started closing due to remote being accidentally activated				
Truck 8	03-4-086	10/1/03	623	A	File
Cause:	While responding to a box and exiting on the Treasure Island turn off, Trk 8 did not adjust for narrow and tight turn and scraped tiller section				
Engine 9	03-4-087	10/29/03	597	A	File
Cause:	While deployed at the Cedar Valley Fire in San Diego, Eng 9 struck a tree stump during an evacuation				
Medic 3	03-4-088	10/30/03	735	B	Bill
Cause:	While returning to quarters, Medic 3 was struck by door which was opened by driver of parked civilian vehicle				
Medic 36	03-4-089	10/31/03	733	C	File
Cause:	While responding with red lights and siren against the flow of traffic, Medic 36 struck a stopped civilian vehicle				
EMS RC 4	03-4-090	11/4/03	376	C	File
Cause:	While responding with red lights and siren, RC 4 struck rear bumper of civilian vehicle which was crossing the intersection				
Medic 38	03-4-091	11/6/03	744	B	File
Cause:	While legally parked, Medic 38 was struck by a vehicle which fled the scene				
Engine 34	03-4-092	11/8/03	593	B	File
Cause:	While parked in Safeway parking lot and responding to fall victim, Eng 34 was struck by a vehicle which fled the scene				

Medic 3	03-4-093	11/10/03	0	B	Bill

Cause: While responding with red lights and siren, Medic 3 was struck by a civilian vehicle which pulled into Medic 3's lane

Truck 13	03-4-094	11/11/03	621	B	Bill

Cause: While parked, Trk 13 was struck on the driver's side by a civilian vehicle

Engine 42	03-4-095	11/11/03	513	A	File

Cause: Misjudged clearance - While responding with red lights and siren, Eng 42 made a tight turn and struck a parked civilian vehicle

Medic 92	03-4-096	11/14/03	720	A	File

Cause: Driver inattention - While on "area orientation," Medic 92 made mirror-to-mirror contact with parked civilian vehicle

Clothing Depot	03-4-097	11/17/03	956	B	Bill

Cause: While stopped in BOE yard, department vehicle was struck by a front loading truck backing up

Medic 12	03-4-098	11/18/03	731	A	File

Cause: While backing out of a parking lot, Medic 12 struck a parked civilian vehicle

Truck 11	03-4-099	11/18/03	617	A	File

Cause: Driver error - While responding and leaving quarters, Trk 11 struck a parked vehicle

EMS RC 2	03-4-100	11/18/03	927	A	File

Cause: While backing up in front of station, RC 2 struck a stationary pole

BFP	03-4-101	11/19/03	284	B	Bill

Cause: While stopped at an intersection, department vehicle was rear ended by a civilian Vehicle

Truck 5	03-4-102	11/20/03	625	A	File

Cause: Misjudged clearance (tiller) - While turning left, the right rear compartment of Trk 5 struck a parked "Cushman" vehicle

Truck 2	03-4-103	11/23/03	619	A	File

Cause: Misjudged clearance (tiller) - While passing an illegally double parked vehicle, tiller struck parked vehicle's mirror

Truck 3	03-4-104	11/25/03	632	A	File

Cause: Driver inattention - While Trk 3 was backing into quarters, right rear section of Trk 3 came into contact with apparatus door opening; spotters were posted

Medic 92	03-4-105	11/27/03	720	C	File

Cause: Driver inattention - While responding, Medic 92 crossed into lane of civilian vehicle while both vehicles were crossing intersection

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

N. Communications Received by Commission

The following communications have been received by the Commission from December 3, 2003 through January 15, 2004:

1. From Richard Stacks, presenting a *Report of Utilization of Paramedic Manpower Resources* as a management tool to the Commission and the Department management in order that they conduct their oversight and managerial responsibilities similar to how the Budget Analyst would analyze the use of EMS manpower resources. Copy: each Commissioner, Chief of Department and EMS Chief.

2. From Chris Robinson, Station Officer, Queensland Fire & Rescue Service, Australia, regarding a mutual International Firefighter Exchange between Queensland Fire & Rescue Service and the San Francisco Fire Department from a period of three months to 12 months duration. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations and President, San Francisco Firefighters Local 798.

3. From Richard Stacks, regarding the temporary deactivation of the company of Engine 33 during the renovation of its quarters. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

4. From Donna Fiscus, Development Director, Compass Community Services, thanking the San Francisco Toy Program for the Christmas presents that brought happiness to the children of families confronting poverty and homelessness. Copy: each Commissioner, Chief of Department and Director, Toy Program.

5. From Tamika Vaughn, HIV Program Assistant, Lyon Martin Women's Health Services, thanking the San Francisco Toy Program for enabling over 60 low-income, HIV+ women to celebrate Christmas with their families and provide toys for the children. Copy: each Commissioner, Chief of Department and Director, Toy Program.

6. From Oliver Holmes, Duane Morris LLP, requesting immediate disclosure of the Airport fire apparatus procurement bid #ITSFO4000265/CD and 266/CD. Copy: each Commissioner, Deputy Chief, Operations, Deputy Chief, Airport Operations, and Fire Department Administrative Officer.

Commissioner Norman moved and Commissioner Roeca seconded. There were no questions or discussion and Items A through N on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 16 letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department on monthly status of department personnel, equipment and apparatus for December 2003.

Joanne Hayes-White, Chief of Department, introduced her first selections of the command staff, namely, Gary Massetani as Deputy, Administration and Fred Sanchez, Deputy Chief, Operations. Chief Hayes-White noted that she was proud to have assembled the first part of her team and will be assembling the rest of team over the next few weeks.

Chief Hayes-White wished to inform the Commission on a number of current issues. A request for information from the Controller's Office has received a one-week extension since it entailed a great deal of data compilation. The data will also be useful to the Department as a tool during the upcoming budget process.

The current budget, FY 2003-04, is anticipated to have a shortfall of $6 million. Chief Hayes-White and Chiefs Sanchez and Massetani are working closely with the Mayor's Budget office on how to close the deficit. Possible solutions to closing the gap have been discussed, such as increased revenues from EMS and Fire Prevention, possible Airport recoveries and possible funds in the MOU reserve.

For the FY 2004-05 budget, the Department has been requested to reduce approximately 5.5% from the current fiscal year's base. Chief Hayes-White stated that it would be extremely difficult to make these cuts since 89% of the budget entails salaries. Chief Hayes-

White pointed out that Assemblyman Leno was proposing a restoration of the vehicle license fee only for the City and County of San Francisco. If that concept should become reality, the 5.5% reduction that has been requested of the Department might not be necessary.

Furthermore, Chief Hayes-White apprised the Commission of the Department's intent of hiring a new class of 48 recruits in July 2004, since there was no funding for classes in the current fiscal year. She explained that in 1974, a great number of members had been hired and, now, after 30 years, the Department is losing a great deal of that expertise.

In closing, Chief Hayes-White told the Commission that she wanted to provide useful and meaningful information to them. To that end, she will be changing reporting formats for monthly and other reports. She welcomed the Commission's suggestions on the matter.

Further discussion ensued with Commissioners commending Chief Hayes-White on her command staff appointments and applauding her on her efforts to date.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Report on the Investigation of the Cell-Based Antenna on top of Station 13

James Lee, Captain, Support Services, provided a brief history of cell sites and how they related to the San Francisco Fire Department. He explained how the application process for a cell site worked. The current site is under lease to Cingular for $3,000, with annual CPI increases.

Currently, the cell site at the Station 13 is not in operation. The proposal is for one transmitter and three antennas. An ordinance has not been voted on by the Board of Supervisors nor has a lease been signed by the Chief of Department. Cingular is under an order from the California PUC to improve coverage in this area and must comply or face penalties. Cingular had asked to install their equipment prior to WTS site authorization and would remove it if no lease was forthcoming. The only time the site was operational was at the time when the equipment was being tested to certify it for health and safety.

The Fire Department has six properties under lease and operating: 260 Golden Gate, Old Station 30, Station 15 (x2), Stations 43, 7, and 40. There are four cell sites on Department property that are awaiting approval and are located at Stations 43, 13, 32 and 7.

Captain Lee noted that a memo voicing Station 13's concerns led to a meeting being held at the station with representatives from Real Estate, Cingular radio frequency experts, Local 798, Lorrie Kalos, Assistant Deputy Chief, Support Services and Station 13 members. At the conclusion of the meeting, Chief Kalos decided that further information was needed regarding Third Generation (3G) radio frequency technology.

In conclusion, Captain Lee stated that the Department must rely on experts in the field of medicine and RF radiation for guidance in placement of cell sites and transmitters. Standards for distance, strength of signals, exposure, direction of signal and other related health effects from RF radiation are in place. The Department of Public Health sets the standards and has assured the Fire Department that they "will take immediate action if future scientific evidence indicates that exposures from cellular transmitters present a hazard to public health". Captain Lee assured the Commission that the Department of Public

Health has not issued any public health warning that considers WTS sites to be hazard to public health.

Discussion ensued with Commissioners asking questions regarding exposure to RF radiation due to location of dormitory, number of cell sites on Department property and revenues from operating cell sites and Captain Lee responding. Commissioners were concerned about firefighters' proximity to the cell site for 24-hour periods and Captain Lee agreed that he would not risk having firefighters spend considerable time close to the site.

Public Comment

Jerrold Bushberg, Clinical Professor, Radiology and Director, Health Physics Programs, UC Davis, stated that he had been retained by Cingular to assist them with issues regarding health and safety of RF fields. Mr. Bushberg wished to clarify the matter of proximity of firefighters to the antenna. He stated that it was not the proximity in terms of horizontal distance but the vertical distance. Mr. Bushberg compared these directional antennas to a lighthouse where the light is going out toward the horizon and it is almost black at the base, which would be similar to the sleeping quarters. After Cingular had performed the test, and measured emission there was a virtually indistinguishable level of RF energy on the living/sleeping levels due to the height of the antenna that is 16 ft. above it.

Bill Misoka, Cellullar Wireless, stated that wireless technology was committed to improving emergency services in San Francisco. To that end, 250 emergency 911 calls are made daily using wireless technology that is over 90,000 emergency calls per year using the wireless infrastructure in San Francisco. This technology has improved the City's emergency 911 network and continues to save lives.

Bill Hammet, Registered Professional Engineer, State of California, stated that he worked in the area of calculation and measurement for RF exposure conditions. He wished to point that the standards were designed to provide protection for exposures 24 hours a day seven days a week. In addition, the Department of Public Health (DPH) in San Francisco is very thorough in reviewing proposals and evaluating them for compliance with federal safety standards and monitoring them on an on-going basis. All reports that are produced by his group of actual measurements of the operating conditions are reviewed by DPH and must be approved by them.

Frank Kelly, Secretary, San Francisco Firefighters Local 798, suggested that data should be gathered now regarding some of the symptoms associated with RF illnesses, such as vertigo, sleep deprivation, migraine headaches and memory loss. He noted that 20 years ago firefighters were fairly well informed through roundtable discussions about AIDS and AIDS epidemic, unfortunately no one apprised them of something called Hepatitis C. Twenty years later, retired firefighters are starting to get the disease. Mr. Kelly believed firefighters have enough to deal with health-wise and do not need to add another risk.

Jim Spaelti, Firefighter/Paramedic, Station 15, pointed out that during Sunday drills the aerials were raised over the height of the antenna as well when the 35 ft. and the 50 ft. ladders were raised against the front of the firehouse. Mr. Spaelti believed that these items should be also addressed.

Michael Tragesser, Firefighter/Paramedic, Station 13, stated that he would like to see the raw data taken during the sampling. He suggested that it would be forwarded to Local 798 or the Firefighter/Paramedic Association. Mr. Tragesser believed that only a snapshot was taken, and it may not reflect if there is a harmful sustained effect over a longer period of time, similar to that of X-rays

Eric Corpory, Cingular Wireless, wished to address the issue of raised ladders in direct line of the antennas. He stated that measurements taken directly in front of the antenna at a distance of ten the allowable emissions were 4.6%, whereby with the antennas off it was at 2%. The difference is considered fairly negligible.

Commissioner Roeca recalled that a few years back there was a problem with 911 calls going to Vallejo and not the nearest 911 center. He wondered if this was still the case. Dr. Isaacs responded that progress has been made, and that within a year or two federal and state legislation will require cell phones to have the appropriate software that directs emergency calls to the local 911 center. Many cell phones already have that capability. In addition, Commissioner Roeca still had concerns regarding the placement of the antenna at Station 13 in the vicinity of the dormitories and wished it to be addressed.

5. PUBLIC COMMENT

Frank Kelly, Secretary, San Francisco Firefighters Local 798, congratulated Chief Hayes-White and Deputy Chiefs Sanchez and Massetani and looked forward to working with them for the next eight years.

Commissioner Conroy reiterated his congratulations to Chief Hayes-White. He was pleased with the Chief's selection for the positions of CD2 and CD3. Commissioner Conroy noted that he, as a resident of the City and as a father, that the people of San Francisco are safe in the hands of your upper administration. He added that he looks forward to supporting the Chief in her further efforts.

Commissioner Norman wished to convey how delighted the Commission was that Chief Hayes-White had accepted the position. Commissioner Norman was extremely pleased that the position had been given to a woman, especially a woman of great competence who has taken on the responsibility and presented herself with dignity. She commended the Chief on the selection of her command staff and declared that the Chief had the Commission's full support.

Commissioner Roeca applauded the Chief's efforts to date and noted that the City was optimistic of her appointment to lead the Department. He commended the Chief on her new team and looked forward to working together.

Commissioner Nakajo noted that there were serious challenges ahead and hoped that all members of the Department worked together, unified in their purpose, as a team maintaining their pride, dignity and professionalism.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:50 p.m.

Tania Bauer
Secretary

NANCY EVANS

HEALTH SCIENCE WRITER AND EDITOR

November 19, 2003

San Francisco Fire Chief Mario Trevino
San Francisco Fire Department
698 Second Street
San Francisco CA 94107-2015

Dear Chief Trevino:

Earlier this month, I called 911, concerned that I might be having a heart attack (I wasn't.) It seemed only seconds had elapsed when the firemen arrived from Station 11 on 26th Street. To a man, they were professional, courteous, competent and caring in assessing the situation and getting me on my way to Kaiser's emergency room. The paramedics were equally exemplary in dispatching their duties. These gentlemen could give lessons in how to handle emergencies.

Too bad the ambulance didn't set the same standard of excellence as the personnel. I've had smoother rides in an old pickup truck on a rocky road! San Francisco's potholed streets are part of the problem, of course, but the vehicle itself needs new shock absorbers (at a minimum) or better yet, retirement and replacement by something more modern that would offer sick patients a smoother ride.

Now that Arnold has revoked the car tax, your budget will undoubtedly shrink even more. But please make it a priority to replace those vintage ambulances as soon as you can.

My heartfelt thanks to you and your department for a job well done.

Best regards,

Nancy Evans

Nancy Evans

cc: Supervisor Bevan Dufty
San Francisco Fire Commission
Station 11 firefighters and paramedics

4194 CESAR CHAVEZ
SAN FRANCISCO, CA 94131
PHONE: 415-285-7267
FAX: 415-285-3783

EMAIL: NANCYWRITE@AOL.COM

Chief Mario Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

November 23, 2003

Dear Chief Trevino,

I am writing you on behalf of the Men of St. Cecilia and St.Cecilia parish. On Sunday, November 9th, we had a veterans' mass and plaque dedication for our parishioners who are veterans and served our country during wartime. We asked the Fire Department to provide us with a color guard for the mass and two ariel trucks with an American flag outside the church to honor our veterans. I can say I have not seen a more moving sight than those trucks with the American flag. We had approximately 1000 parishioners show up, the majority of which stayed outside to watch the raising and displaying of the flag. As mass was about to commence, we were forced to ask them to go into church. I would like to thank and recognize the firefighters who put on such a grand display. They demonstrated outstanding professionalism and brought honor upon themselves and the San Francisco Fire Department. As a former Air Force Captain, I was both proud and impressed with their participation both outside the church and as a color guard during the veterans' mass and plaque dedication. I have only heard praise and respect for them. Please pass along our gratitude in making this such a special and memorable event. It meant a lot to our parish and the veterans.

I would like to acknowledge by name the following:

Bureau of Equipment: Paul Barry

Truck 18: Capt. Doug Bouyea
FF Doug Calderon
FF Wayman Duncan
FF David Nonomura
FF Mani Suzuki-Vidalon

Truck 19: Lt. Bill Kneis
FF David Dung
FF Rasmi Chan
FF Bernard Lantin
FF Greg Zanders

Color Guard: FF Joe Hallisey

Sincerely,

Terrence J. Howard

Terrence Howard
Chairman, Veterans' Mass Committee

Jack Cremen
President, Men of St. Cecilia

San Francisco Chronicle
a Hearst Newspaper

Phil Bronstein
Editor and Executive Vice President

November 24, 2003

Rescue Captain Eric Storey
San Francisco Fire Department
Badge 816
c/o Station 13
530 Sansome Street
San Francisco, CA 94111

Dear Capt. Storey,

Thank you for your sensitivity and professionalism regarding the death of one of our colleagues, Ms. Roberta (Bobbie) Hess. As you can imagine, it was a difficult and traumatic time for Bobbie's colleagues who were at the scene the evening of November 3. But your handling of the situation helped them through this deeply emotional experience.

Sincerely,

Phil Bronstein
Editor

cc: Chief Mario Trevino, SFFD

FOUNDED 1865

The Salvation Army
San Francisco Harbor Light
[illegible] California [illegible]
Phone (415) 503-3000

Lighthouse Corps
445 Ninth Street
Fax (415) 861-4261

Harbor Light Center
1275 Harrison Street
Fax (415) 864-5014

Harbor House Residence
407 Ninth Street
Fax (415) 252-6159

William Booth
Founder

John Larsson
General

Linda Bond
Territorial Commander

Lt. Col. Richard Love
Divisional Commander

Lt. Col. Bettie Love
City Administrator

Capt. Philip Smith
Director

Capt. Lawry Smith
Corps Officer

Advisory Council
Executive Committee

Len Stec
Chairman

Pete Ratto
Vice Chairman

Sonia Standifer
Secretary

Jim Eyres
Treasurer

December 4, 2002

Chief Mario Trevino, Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

RE: THANKSGIVING – TURKEY CARVING DAY

Dear Chief Trevino,

May I take this opportunity to say ***thank you to you and your firefighters*** from Station 2 for their wonderful help at our ***Harbor Light Thanksgiving Turkey Carving Day.***

Bob Arzave and his fellow firefighters have participated in this event for the past 10 years and we appreciate their continued effort and support!

For over 30 years now, The Salvation Army Harbor Light Center has delivered meals to over 2,000 seniors on both Thanksgiving and Christmas Day. On Thanksgiving we serve the traditional roast turkey, which is carved the day before Thanksgiving through the efforts of volunteers like the people from Station 2. ***Without their support, this event would not be possible!***

So again we offer our sincerest thanks for your continued help and support! We pray the Lord's blessing on you and all the firefighters in the city of San Francisco.

Have a wonderful holiday season!

Kind Regards,

Phil & Lawry

Captains Phil and Lawry Smith

December 8, 2003

Chief Mario Trevino
San Francisco Fire Department
698 Second Avenue
San Francisco, CA 94107-2015

Dear Chief Trevino:

On Friday, December 5, 2003 my friend and neighbor, Janice Miller, was struck and killed while crossing Columbus Avenue at Chestnut/Taylor. Your department responded within minutes and worked very intently in an attempt to save her life. I watched as they refused to stop administering CPR long after it was apparent that she was gone. They were all professional.

I felt compelled to write about one in particular, Sandy Tong. Although I am sure that she is constantly faced with very difficult situations, she treated Jim Miller, Jan's husband with great kindness. She not only consoled him, when he voiced his concern about being on jury duty, she told him she would take care of it for him. She is a caring, proficient, compassionate individual. I know that the Miller family is thankful that she was there.

At such a difficult time it is reassuring to know that people like Sandy Tong are there.

Sincerely,

Kathleen Baldanzi

Kathleen Baldanzi
690 Chestnut St. #405
San Francisco, CA 94133

1752 Hobart Street NW
Washington, DC 20009
December 7, 2003

Fire Chief
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Dear Sir or Madam,

This letter is to commend the work of two of your paramedics when I was seriously injured in a strange city.

On November 19, 2003 I was visiting San Francisco for the Annual Meeting of the American Public Health Association. I was staying at the Taylor Hotel at 615 Taylor Street. It was the last day of the convention, and I had decided to skip the last few sessions and go out sight-seeing instead. But first, there was that free continental breakfast in the lobby of the hotel. As I walked down the stairs, I took a wrong step onto the landing and broke four bones in my ankle and foot.

The hotel called an ambulance, and two paramedics named Robert and Jonathan responded. They were very warm and reassuring, but they were also skilled professionals. They taped my foot up in a pillow (a technique the doctors at the hospital found admirable and creative), and transported me to San Francisco General Hospital. I was dependent on their advice for where to go, since I am not from the area. I sat in the emergency department for most of the day, and Robert and Jonathan continued to check on my condition whenever they came in for other cases.

Eventually I spent three days at San Francisco General, including two hours of surgery to repair the damage to my ankle. I am now back at home in Washington, DC, and I will be in a wheelchair until the middle of January or the beginning of February.

I wanted to thank Robert and Jonathan for the care they gave me during an extremely scary and painful situation in an unfamiliar city. I received professional and caring services from Robert and Jonathan, and I was very impressed with the quality of paramedic services in San Francisco. Please convey to them my thanks for their help.

Sincerely,

Clare Feinson

Clare Feinson

CITY COLLEGE

HEALTH CARE TECHNOLOGY

1860 HAYES STREET • SAN FRANCISCO, CA 94117 • 415. 561.1900 • FAX 415. 561.1861

Mario H. Trevino
Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco, Ca. 94107-2015

December 15, 2003

RE: Station 13 Visit

From: Frank McMahan
City College of San Francisco
Health Care Technology
1860 Hayes Street
San Francisco, Ca. 94117

Dear Chief Trevino,

I want to personally thank your staff, A/Lt. Fernando Juarez, Administration Officer. He arranged a field trip for my Emergency Medical Technician students'. He was so quick and helpful with the handling my request.

When we arrived at the Fire station 13, we where greeted by Lt. Robert E. Relei. He introduced his staff, gave a lecture on the firehouse, Firefighters, and broke the students' into three small groups. Lt. Relei was so courteous, informative, and a great sense of humor. One group went to firefighter Willa H. Ortega. She gave a talk on the equipment from the engine. Placed a firefighter coat, SCBA, helmet, gloves, and hose bundle on a student. The students' think she's the best. RC. Michael P. Whooley, lectured on his emergency vehicle equipment. He was very informative on the medical aspect of your department. The last group viewed the truck and a staff firefighter showed the students' the equipment and how it was used.

After all of the training, the students' were invited for lunch. I just can't tell you how much the students' enjoyed themselves. One student said, "This is the best field trip so far". Another said, "The firehouse and firefighters have made me feel at home". I too, felt so good about their visit. We will never forget the field trip to fire station 13.

Chief Trevino, you should be very proud of all your fine professional firefighters. I know all San Franciscans are very pleased with the great responsibility and dangerous, courageous work they do for us all. Your staff and your support for these projects are very much appreciated.

Sincerely,

Frank McMahan, Instructor

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DR. PHILIP R. DAY, JR., CHANCELLOR

Nov 20, 2003

Dlise Frashina
2656 Lyon St.
San Francisco, CA

Would like to commend all of the members of Station 16 for the courteous and professional treatment she received on 11/19/03. She walked in with a medical problem was treated and a medic unit was called for her.

Fire Station 16 Roster

Wednesday, November 19, 2003

In House

Engine 16 - 1 / 3				Comment
OFF	Guttmann,Joseph M	GU1905	REG	
DR	Kelly,Dennis O	KE7516	REG	
EMT	Selck,Steven T	SE0540	REG	
FF	Woodson,Lyle R	WO5227	REG	

Truck 16 - 1 / 4				Comment
OFF	Ferrando,John J	FE2831	TRW	
DR	Steil,Francis G	ST5074	REG	
EMT	Steele,Patric A	ST0302	REG	
TLR	Sperry,John T	SP1812	REG	
FF	Kritikakos,Peter D	KR9446	REG	

Details

Engine 40				Comment
EMT	Varona,Wilfredo R	VA6940	REG	

Medic 13				Comment
EMTP	Fleming,Daniel	FL7824	REG	

Nov 20, 2003

Dlise Frashina
2656 Lyon St.
San Francisco, CA

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Wednesday, November 19, 2003

In House

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OFF	Guttmann,Joseph M	GU1905	REG	
DR	Kelly,Dennis O	KE7516	REG	
EMT	Selck,Steven T	SE0540	REG	
FF	Woodson,Lyle R	WO5227	REG	

Truck 16 - 1 / 4				Comment
OFF	Ferrando,John J	FE2831	TRW	
DR	Steil,Francis G	ST5074	REG	
EMT	Steele,Patric A	ST0302	REG	
TLR	Sperry,John T	SP1812	REG	
FF	Kritikakos,Peter D	KR9446	REG	

Details

Engine 40				Comment
EMT	Varona,Wilfredo R	VA6940	REG	

Medic 13				Comment
EMTP	Fleming,Daniel	FL7824	REG	

Together
San Francisco

Pier 28
San Francisco, CA 94105
Tel: 415-905-1611
Fax: 415-905-1610
www.rebuildingtogethersf.org

December 22, 2003

SFFD
Attn: SFFD Fire Commission
698 2nd St.
San Francisco, CA 94107

Dear SFFD Fire Commission:

We are delighted to welcome the San Francisco Fire Department Fire Reserves into our volunteer ranks! Rebuilding Together SF is a nonprofit organization in San Francisco that provides free home repair to low-income, elderly and disabled homeowners. We also work on community facilities such as senior centers, daycare centers, schools, parks, shelters and facilities serving people with disabilities and those living with AIDS/HIV. Each year 3000-4000 volunteers join forces to strengthen and improve the San Francisco community.

This year, the fire reservists volunteered their time to help select Rebuilding Together projects. As members of the "Selection Committee" they went out to visit houses of homeowners that applied for our services. After a brief orientation, teams surveyed homes and documented needed repairs. This was a powerful and important project and the **San Francisco Fire Reservists** had an excellent eye for safety concerns.

RTSF looks forward to the continued involvement of the fire reservists. As we begin scheduling repair projects for this coming April, several members have offered their time and assistance. We hope to work with an entire team of reservists on one particular project that will be designed with the skills of the team in mind. Having the fire reservists working together on a home in San Francisco, doing repairs, renovations and assisting with home safety issues would be both valuable for our organization and a fun project to strengthen your team.

There is a clear commitment within the fire reserves group, to building a stronger and safer community in San Francisco. RTSF greatly appreciates their involvement. Many thanks to Shaun Mooney and Dave Spiegelman for their help in coordinating the fire reserves team.

Sincerely,

Orlanda

Orlanda Wilson
Construction Project Manager

CC: Shaun Mooney, ADC Hayes-White

cc Jon Thorsen

A POWERFUL VOICE IN A CHILD'S LIFE.™
San Francisco Court Appointed Special Advocate Program

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DEC 30 2003
San Francisco
Fire Commission

December 22, 2003

San Francisco Fire Commission
698 Second Street
San Francisco, CA 94105

Members, San Francisco Fire Commission:

On behalf of the Board of Directors, staff, and young clients of the San Francisco Court Appointed Special Advocate (SFCASA) Program, I would like to thank the San Francisco Fire Fighters Toy Program for their wonderful generosity in providing holiday gifts for the abused and neglected children in foster care served by SFCASA volunteers.

As you know, the San Francisco Court Appointed Special Advocate (SFCASA) Program is a volunteer based nonprofit agency serving San Francisco's abused and neglected children in the dependency system. These children have been removed from their homes by a judge for their own safety.

A CASA volunteer is an individual who has been screened, trained and assigned by a judge to work one-on-one with an abused or neglected child. Our volunteers become advocates and mentors for these children, visiting them on a weekly basis, offering love and support. San Francisco CASA volunteers are ordinary people doing extraordinary things.

With your help, we have been able to provide our client children with gifts they would otherwise never receive. Please know that we at SFCASA are deeply grateful to you.

Yours truly,

Caroline Fisher
Executive Director

833 Market Street, Suite 1004 · San Francisco, California 94103 · 415.398.8001 · Fax 415.398.8068
Email: info@sfcasa.org · http://www.sfcasa.org

RECEIVED
DEC 3 0 2003
San Francisco
Fire Commission

Mission SRO Collaborative
474 Valencia St. Suite 280
San Francisco, CA 94103
415-864-6432, ext. 311
Mission Agenda, Mission Housing Development Corporation, St. Peter's Housing Committee

December 17, 2003

Ms. Melissa Lerma
San Francisco Firefighters Toy Program
1139 Mission Street
San Francisco, CA 94103

Dear Ms. Lerma,

We are writing to thank you and the San Francisco Fire Fighters Toy Program for the generous donation you provided to our program this year.

With your donation of more than 50 toys, we were able to provide gifts to the children residing in Single Room Occupancy hotels in the Mission District at our annual holiday party.

We greatly appreciate your support.

Sincerely,

Wendy Phillips

Wendy Phillips, Coordinator
Mission SRO Collaborative

Cc: Mr. Mario Treviño
San Francisco Fire Chief
698 Second Street
San Francisco, CA 94105

San Francisco Fire Commission
698 Second Street
San Francisco, CA 94105

Saint Francis Memorial Hospital
CHW

900 Hyde Street
San Francisco, CA 94109
(415) 353-6000 Telephone

December 17, 2004

DEC 3 0
San Francisco
Fire Commission

Ms. Melissa Lerma
San Francisco Firefighters Toy Program
1139 Mission Street
San Francisco, CA 94103

Ms. Lerma

Thank you so much for the most generous donation of toys to the Bothin Burn Center for our annual Christmas party. It was a huge success, and in no small part, due to the San Francisco Fire Fighters Toy Program.

The toys were fabulous and age-appropriate which covered the wide range of ages that is part of our pediatric population.

The children and parents were pleasantly surprised, and genuinely appreciative of the gifts they received from "Santa".

We would love for you and/or your staff to attend next year's party so that you can see for yourself the joy all of you help bring to past and present burn patients.

Again, thank you for working with the Bothin Burn Center year after year in helping us give back to the community by providing this party for them on an annual basis.

Sincerely,

Kelly M. Johnston, RN, BSN
Clinical Manager
Saint Francis Memorial Hospital
Bothin Burn Center

Cc: Mr. Mario Trevino
San Francisco Fire Chief

San Francisco Fire Commission

JOSEPH COSTELLA & ASSOCIATES
ATTORNEYS AT LAW
SUITE 200
215 LENNON LANE
WALNUT CREEK, CA 94596
(925) 945-4491
FAX: (925) 746-3916

MAILING ADDRESS:
P. O. BOX 8090
WALNUT CREEK, CA 94598-8090

JOSEPH COSTELLA
CHRISTINA C. BRINLEY
DAVID J. DeMORDAUNT
MICHAEL J. DRUDING
ROBERT MILTON ERICKSON
KARREN L. FRELDMAN
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HARRY C. GILBERT
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WILLIAM P. SCHNEIDER
STEPHEN J. SCHORI
ROBERT L. VOLZ
WILLIAM B. WATERMAN
JOHN L. WILLIAMS, JR.

WRITER'S DIRECT
NUMBER (925) 945-4151

December 17, 2003

Via Facsimile & US Mail (415) 558-3841
Battalion Chief Paul Chin
San Francisco Fire Department
Emergency Communications Department
1011 Turk Street
San Francisco, CA 94102

Re: ***Nance v. San Francisco Housing Authority, et al.***
San Francisco Superior Court Case No. 408856

Dear Battalion Chief Chin:

Thank you for your research and your appearance at the courthouse yesterday. Though tactically I made a decision not to call you, your cooperation, quick response and professionalism aided me in putting on the trial in this matter.

I am pleased to report that I won a defense verdict for the San Francisco Housing Authority yesterday afternoon. Thanks again.

Sincerely,

JOSEPH COSTELLA & ASSOCIATES

William P. Schneider

WPS/lw
cc: Chief Mario H. Trevino

P.S. Dear Chief Trevino: I must also commend Lieutenant Fernando Juarez for his quick response and aid in directing me to Battalion Chief Chin. All of my contacts with your men in this case have been first rate.

Bill Schneider

020222

JOSEPH COSTELLA & ASSOCIATES
ATTORNEYS AT LAW
SUITE 200
215 LENNON LANE
WALNUT CREEK, CA 94596
(925) 945-4491
FAX: (925) 746-3916

MAILING ADDRESS:
P. O. BOX 8090
WALNUT CREEK, CA 94598-8090

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WILLIAM B. WATERMAN
JOHN L. WILLIAMS, JR.

WRITER'S DIRECT
NUMBER (925) 945-4151

December 17, 2003

Firefighter/Paramedic John Grant
San Francisco Fire Department
Station 38
2150 California Street
San Francisco, CA 94115

Re: ***Nance v. San Francisco Housing Authority, et al.***
San Francisco Superior Court Case No. 408856

Dear Firefighter/Paramedic Grant:

Thank you very much for your appearance at trial yesterday morning and your cooperation with my trial preparations. Your testimony was clear and dramatic. It helped to secure a defense verdict in favor to the San Francisco Housing Authority which was delivered by the jury yesterday afternoon. Thank you again.

Sincerely,

JOSEPH COSTELLA & ASSOCIATES

William P. Schneider

WPS/lw
cc: Chief Mario H. Trevino

020222

OPERATION SUNSHINE

FOR LITTLE KIDS WITH AIDS

from Marin, San Francisco, San Mateo, Santa Clara and other Nearby Counties

420 Jones St., Suite 38, San Francisco, CA 94102

Tel. (415) 241-9808

December 31, 2003

RECEIVED
JAN 12 2004
San Francisco
Fire Commission

San Francisco Fire Commission
698 Second Street
San Francisco, CA 94105

Dear Friends of Operation Sunshine,

From many people, young and old, we send you many thanks for your generous contributions to the great success of our 13th year of bringing much Hope, Joy and Sunshine into the dark lives of little Kids with AIDS/HIV

As you Know these Kids inherited AIDS from their parents who themselves are dieing from AIDS.

The Christmas and other gifts that you sponsored lets the Kids know that they have not been forgotten in this violent turbulent world.

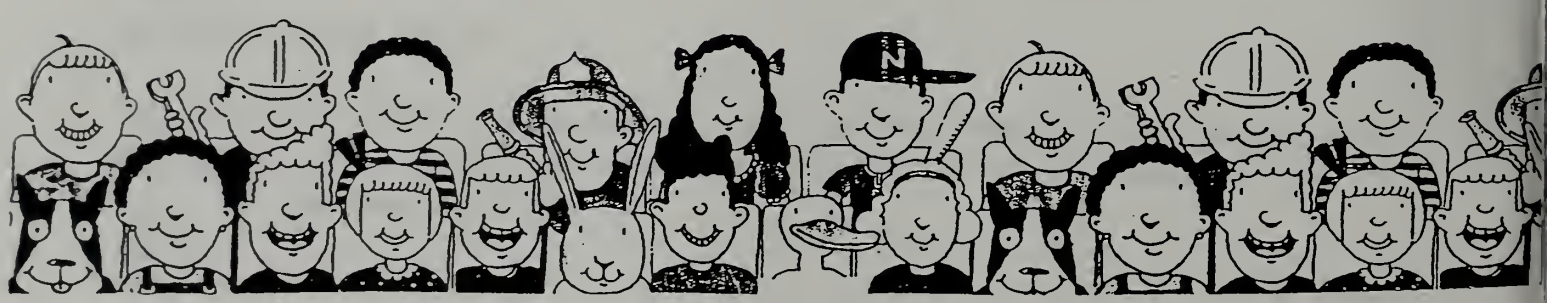
Each Little Kid sends you and yours best wishes for 2004 and many Hugs and Kisses.

Thanks again, you are the best.

Mike Kelly

Mike Kelly, Project Director

P.S. We are now hard at work on our 14th year.



COLEMAN ADVOCATES FOR CHILDREN & YOUTH

A VOICE FOR SAN FRANCISCO'S CHILDREN

Jean Jacobs Child Advocacy Center

459 Vienna Street
San Francisco, CA 94112
Phone (415) 239-0161
Fax (415) 239-0584
1-800-4 A YOUTH
info@colemanadvocates.org
www.colemanadvocates.org

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ciate Director
oh T. Wilson

NSORED PROJECTS
t Advocates for Youth
Making a Change

October 24, 2003

Lt. Nicol Juratovac
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Lt. Juratovac:

On behalf of Coleman Advocates for Children and Youth, we would like to thank your for your participation at this year's Family Fest. Your involvement in the resource fair was a great addition. We know the families who attended Family Fest appreciate the opportunity to access the many resources that you make available to them. Without your involvement this would not have been possible.

Thank you again.

Sincerely,

Margaret Brodkin

FIRE COMMISSION

City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-04

MINUTES OF THE FIRE COMMISSION

Regular Meeting - Thursday, February 12, 2004 – 6:00 p.m.

698 Second Street, Room 102

Item No.

DOCUMENTS DEPT.

FEB 23 2004

SAN FRANCISCO PUBLIC LIBRARY

1. On ROLL CALL, the following were noted present

President	Stephen A. Nakajo
Vice President	Russell S. Roeca
Commissioner	Pat Norman
Commissioner	Carlota del Portillo
Commissioner	Paul A. Conroy

Joanne M. Hayes-White	Chief of Department
Federico J. Sanchez	Deputy Chief, Operations
Gary Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Lorrie Kalos	Division of Support Services

Chief Officers – Staff:

Marshal Isaacs, M.D.	Emergency Medical Services

Chief Officers – Firefighting Services:

Aaron C. Stevenson	Division 2
Johnny R. Lo	Division 3

2. APPROVAL OF THE MINUTES

Regular Meeting of January 22, 2004, and Special Meeting of January 15, 2004.

Commissioner del Portillo moved and Commissioner seconded. There were no questions or discussion and the minutes were approved as presented

3. CONSENT CALENDAR (Items A through I)

All matters listed hereunder constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during December 2003.

Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, December 20, 2003, through January 2, 2004, and January 3 through January 16, 2004.

B. Appointment

Reporting the following PERMANENT EXEMPT appointment effective *JANUARY 16, 2004:*

140 Chief of Department

Joanne M. Hayes-White (vice: Mario H. Treviño, resigned)

Reporting the following PERMANENT appointment effective *DECEMBER 14, 2003:*

H2 Firefighter

Amy Swanson

Reporting the following PERMANENT appointment effective *JANUARY 11, 2004:*

H2 Firefighter

Gregg M. Takeuchi

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Harrington, John F.	H50 Assistant Chief	Service	Jan. 23, 2004
Foley, Danny	H20 Lieutenant	Service	Jan. 06, 2004
Ford, Richard J.	H20 Lieutenant	Service	Jan. 02, 2004
Jebe, Henry H.	H20 Lieutenant	Service	Jan. 23, 2004
Ades, Mark S.	H3 Firefighter/Paramedic	Ind. Dis.	Apr. 26, 2003
Erickson, Roger F.	H2 Firefighter	Service	Jan. 13, 2004
Fong, Calvin L.	H2 Firefighter	Service	Jan. 08, 2004
O'Shea, John P.	H2 Firefighter	Service	Jan. 03, 2004

(Retirement Certificates will be presented at Fire Commission meeting of April 22, 2004)

D. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Caulder, Leonard TSGT	H3 FF/PM	01-28-04 thru 02-11-04	15	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

E. Suspension - Cancellation

Reporting cancellation of the following suspension (Item 3E., Minutes of 01-22-04):

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H20 Lieutenant	Engine 2	2	01-13-04 thru 01-14-04	Sec. 1102 (Accountability) Sec. 1202 (Authority and Responsibilities) Sec. 2805 (Leadership)

F. Separation

Reporting separation of H2 Firefighter Terri L. Skov, effective December 29, 2003. (Medical separation. Approximate length of service – seven years.)

G. Leave of Absence

Submitting request for leave of absence with pay for Battalion Chief Paul Chin, Communications Center, for two days, January 21 through January 22, 2004, in order to attend the California Chapter National Emergency Number Association's Conference in Garden Grove, California. Tuition and transportation costs are included in the 2003-04 budget. Battalion Chief Chin will not be replaced.

H. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
BFP	03-4-106	11/14/03	282	B	Bill
Cause:	While stopped in traffic, civilian vehicle struck department vehicle				
Engine 6	03-4-108	11/26/03	530	A	File
Cause:	Misjudged clearance - While returning from an incident and making a right turn, Eng 6 struck a parked civilian vehicle				
Engine 5	03-4-109	11/28/03	535	C	File
Cause:	Attempting to avoid hitting a parked camper, Eng 5 swerved into the middle lane and struck another vehicle				
Engine 31	03-4-110	12/1/03	0	A	File
Cause:	While backing into quarters, Eng 31 struck corner of the building; all drivers were unaware that the accident had occurred				
Medic 13	03-4-111	12/3/03	741	A	File
Cause:	During transport to hospital, Medic 13 struck the side view mirror of a parked civilian vehicle				

Division 2	03-4-112	12/4/03	409	B	Bill

Cause: While travelling with red lights and siren through an intersection, Div 2 was struck by a civilian vehicle that did not yield right of way

EMS RC 4	03-4-113	12/5/03	919	B	Bill

Cause: While responding with red lights and siren, RC 4 was struck by a civilian vehicle that ran a stop sign

EMS RC 3	03-4-114	12/5/03	378	B	Bill

Cause: While parked at an incident, RC 3 was struck by a civilian vehicle backing up

Engine 1	03-4-115	12/7/03	543	A	File

Cause: Misjudged clearance - While responding to an incident and making a right turn, Eng 1 grazed the mirror and bumper of a stopped civilian vehicle

Engine 3	03-4-116	12/8/03	544	A	File

Cause: While parking in front of station, Eng 3 backed into a steel post; only one spotter was posted

Engine 42	03-4-117	12/9/03	513	A	File

Cause: While responding with red lights and siren, Eng 42 struck the front wheel of a parked motorcycle, tipping it over

Division 3	03-4-118	12/9/03	206	C	File

Cause: While responding with red lights and siren, Div 3 did not gain control of the intersection and was struck by a civilian vehicle

Engine 37	03-4-119	12/12/03	592	A	File

Cause: Driver inattention - While backing up, Eng 37 became hooked on a guard rail; spotters were posted but were unable to prevent accident

Truck 19	03-4-120	12/13/03	612	A	File

Cause: Misjudged clearance (tiller) - While responding to a box, tiller of Trk 19 attempted to avoid parked cars and over compensated, thereby striking dumpster housing

Engine 37	03-4-121	12/13/03	592	A	File

Cause: While making a right turn, Eng 37 struck a parked civilian vehicle which extended over the crosswalk

Medic 17	03-4-122	12/13/03	743	B	Bill

Cause: While exercising reasonable judgment, Medic 17 struck ladder that was overhanging from a truck and into the path of the ambulance

Engine 13	03-4-123	12/14/03	524	B	Bill

Cause: While legally parked, the side view mirror of Eng 13 was struck by a passing vehicle

Medic 17	03-4-124	12/16/03	743	A	File

Cause: Driver inattention - While backing up at Kaiser Hospital, Medic 17 struck a pole; paramedic was attending patient in back of ambulance

Engine 3	03-4-125	12/19/03	544	A	File

Cause: Misjudged clearance - While returning to quarters, Eng 3 struck mirror of a parked civilian vehicle

Medic 15	03-4-126	12/22/03	719	B	File

Cause: Hit and run - While responding with red lights and siren, and crossing with a green light, Medic 15 was struck by a civilian vehicle that ran a red light and fled the scene

Engine 43	03-4-127	12/27/03	539	A	File

Cause: During hydrant inspection, Eng 43 struck a parked civilian vehicle

Medic 12	03-4-128	12/27/03	731	B	Bill

Cause: While parked at an incident and attending a patient, Medic 12 was struck by a civilian vehicle exiting a parking space

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

I. Communications Received by Commission

No communications have been received by the Commission from January 16 through February 5, 2004.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and Items A through N on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 5 letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Joanne Hayes-White, Chief of Department, informed the Commission that she has been receiving positive feedback from within the Department and also from various department heads and community leaders. She asked that the Commission review, at a later time, a 30- and 60-day timeline for accomplishing certain goals that was provided to Mayor Newsom. Chief Hayes-White wished to announce further additions to the command staff, namely, Battalion Chief Tom Siragusa will become an Assistant Deputy Chief and Director of Training, and Battalion Chief Paul Chin will become an Assistant Deputy Chief and Fire Marshal, overseeing the Bureau of Fire Prevention and Investigation.

Chief Hayes-White reviewed some of her activities citing her (1) appearance before the Civil Service Commission related to secondary criteria and promotional exams, and (2) meeting with the Civil Grand Jury who had numerous questions about Department policies and procedures. Furthermore, the Department had received requests for information related to light duty and modified light duty policies. Chief Hayes-White met with investigative reporter Dan Noyes and understands that there will be a story on light duty and accountability. She stated that the policies in place are sound and had been collaboratively developed by both Local 798 and the Department. She noted that she will be evaluating numerous aspects of the Department, including how individuals are held accountable while on light duty.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

C. Report from Suppression

Prior to starting his report, Chief Sanchez wished to highlight a rescue that had just occurred at Market and Duboce where a victim had been dragged under a streetcar. He asked Chief Lo and Dr. Isaacs to describe the incident. Chief Lo noted that in the time it took for him to arrive at the scene – two to three minutes – the jacks were in place to lift the LRV, with firefighters and paramedics starting to extricate the victim. Dr. Isaacs added that due to this quick and extraordinary coordinated effort the victim's vital signs were good as she was transported to the trauma center even though she had incurred critical injuries. He wished to

acknowledge the outstanding efforts of the following units and personnel at the scene: Division 3, Battalion 2, Rescue Squad 2, Rescue Captain 3, Truck 6, Medic 5, Engine 6, and the Public Information Officer.

Fred Sanchez, Deputy Chief, Operations, informed the Commission that in the reporting period between December 11, 2003 and February 11, 2004, there were four greater alarms and 42 working fires. The four greater alarms resulted in (1) $375,000 in property damage, (2) $75,000 in content damage, (3) three civilian injuries, and (4) one civilian fatality.

Chief Sanchez reviewed some of the changes he wished to institute, the first being *greater accountability*. This would consist of fair and consistent discipline including better documentation and tracking, increased drilling and greater overall efficiency within safety parameters. He believes the use of electronic media should simplify these efforts. The second area Chief Sanchez wished to address was *preventable accidents*. He noted that a program was necessary, developed by the Accident Review Committee, that would hold individuals accountable that were involved into many accidents and also provide incentives for those with good driving records. The last item he wished to improve was *report writing*. Chief Sanchez emphasized the importance of *injury reports* that needed to be 100% accurate since Workers Compensation and firefighter safety were based on them. He has prepared binders, which will be distributed to division and battalion chiefs, that clearly delineate the five major reports that are critical in reporting firefighter injuries. Chief Sanchez was pleased to report that he has already seen improvement in the above areas of concern.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

D. Report from Emergency Medical Services

Marshal Isaacs, M.D., SFFD Medical Director, declared that at this meeting he would like to provide the Commission with the Medical Director's goals and vision for 2004. Next month a more comprehensive data report will be provided.

Goals for 2004

- To ensure that the SFFD provides the highest quality, timely emergency medical care to all patients who are in need of assistance.
- To ensure that our members have the appropriate training, skills and equipment necessary to provide that level of care.
- To continue to recognize that the most important resource that this department has is its members.
- To move towards the provision of ASL level service on all SFFD first response vehicles.
- To assist the SFFD administration in determining the optimal staffing configuration of its ambulances, engines, trucks and rescue squads.
- To ensure that there is an appropriate number of highly trained and motivated paramedics and EMTs to meet the staffing goals of the department.
- To work collaboratively with SFFD's employee groups to maximize the department's response to emergency incidents.
- To continue to develop a state-of-the-art Fire Department Quality Improvement/ Performance Management program.
- To work collaboratively with the Department of Public Health's EMS & Emergency Operations Section to ensure the timely and appropriate delivery of required data elements and reports.
- To seek input from the medical community within San Francisco on SFFD EMS issues, including the San Francisco Emergency Physicians' Association, the SF Medical Society, the Trauma Center and San Francisco General Hospital, the Hospital Council of

Northern California and the SF office of the American Heart Association.

- To immediately respond to the scene or to the hospital when a member becomes ill or injured on duty, and to serve as that member's advocate within the healthcare delivery system.
- To work with our partners in the MacMillan Center project in order to mitigate the impact of "simple inebriates" on the pre-hospital and hospital emergency medical system, and to hopefully end the "revolving door" cycle of substance-addicted persons in San Francisco.
- To continue to partner with UCSF in order to perform cutting edge out-of-hospital research to further science of pre-hospital emergency medicine.
- To continue to work with Mayor's Office, the community, and the American Heart Association to develop a Citywide Public Access Defibrillation program
- To work with the Chief and our employee groups to develop community outreach programs, such as the "Child Finder", "Pet Finder", "Blood Pressure Screenings", "Super NERT" and defibrillator training.

In closing, Dr. Isaacs wished to inform the Commission of a red alert incident which occurred at Marina Middle School on February 5th. It was a simple pepper spray incident, with 22 children being evaluated, transported and later discharged from emergency departments. He wished to commend the following: Division 2, Battalion 2, Battalion 4, RC 2, RC 3, HazMat, Engines 28, 36, 38 and Medic Units 1, 5, 10, 13, 14, 15, 17, 28, and 38.

Commissioner Norman wished to know the relationship between the Emergency Medical Section (EMSA) of the Department of Public Health and the Fire Department's EMS. Dr. Isaacs responded that EMSA is the regulator of emergency medical services in San Francisco, as mandated by California state law, and establishes policies, protocols and accredits paramedics. SFFD EMS, as well as other providers, are the operative arm of EMS in the delivery of out-of-hospital emergency medical services. Further discussion ensued, with Dr. Isaacs responding to Commissioner's questions.

Public Comment

John Darmanin referred to an article in the *Main Line*, a San Francisco Firefighters Local 798 publication, to which John Brown, M.D., Director, EMSA, felt compelled to respond since he felt that the information it contained was inaccurate. Mr. Darmanin suggested that the Commission should respond to Dr. Brown since he had stated that the article was uncalled for and erroneous.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

E. Presentation of FY 2004-05 Preliminary Baseline Budget

Gary Massetani, Deputy Chief, Administration, wished to review the current budget prior to presenting the FY 2004-05 budget. He declared that the Fire Department is currently projecting a $6 million operating deficit. The Department is working with the Mayor's Budget Office to mitigate the deficit by using the MOU reserves of $2.6 million and increasing revenues from Emergency Medical Services and the Bureau of Fire Prevention fees. Another possibility are increases in recoveries of $2 million from the Airport Division. With other possible reductions, the Department may be able to lower the deficit to $6 million. In addition, the Department is working on the Mayor's proposal, the Mid-Year Reduction Plan, for a 7.5% or $11 million reduction in the current budget. If this reduction would be fully implemented, it would have a severe impact on emergency services in the City and County of San Francisco.

Chief Massetani stated that for the FY 2004-05 budget, the Department had been given a 5.5% reduction target or an additional $7.4 million from the FY 2003-04 baseline budget. This would reduce the General Fund support from $146.9 million to $139.4 million, which would again severely impact emergency services. Furthermore, the Mayor's Office has requested a 15% or $20.9 million contingency plan to reduce the General Fund allocation, which would reduce the Department's allocation to $118.5 million. If this should occur, it would equate to the Department's mid-1990s budgets. Chief Massetani emphasized that the proposed General Fund allocation is not adequate to maintain services or to address issues of promotional exams, hiring, retirements, overtime or workers compensation claims for FY 2004-05.

Chief Massetani addressed the issue of retirements first, noting that from now through June 30, 2004 there are 103 possible retirements with maximum benefits. Should all of these individuals retire by June 30, 2004, the cost to the Department would be an estimated $7.5 million in one-time payouts but the current spending plan only allocates $3.6 million. This equates to a $3.9 million shortfall and, with a similar scenario for FY 2004-05, the shortfall would be $6.2 million.

The second issue Chief Massetani addressed was overtime for field operations for FY 2004-05. He noted that based on the projected retirements through June 30, 2004, the reactivation of Station 33 and the two H28 positions at the Division of Training, the Department will start the fiscal year understaffed by 74 uniformed personnel. The Department is currently budgeted for $3.6 million for overtime, which would fund approximately seven WDOs a day. The Department is projecting a $10.6 million shortfall in overtime even when taking into consideration the projected hiring of two classes of 48 cadets in FY 2004-05.

Christine Ragan, Chief Financial Officer, provided the Workers Comp claim projections. She stated that in the FY 2004-05 budget, an increase of $900,000 has been projected so that the total Workers Compensation budget will be $9 million. These costs are based on projections by the Department of Human Resources and the Workers comp Division from open claims, past history and possible future costs that could be incurred. Ms. Ragan explained that these are estimates only and do not take into account judgements or other unusual circumstances occurring. She noted that the Department monitors workers comp costs and that in the current fiscal year costs remain within the provided allocations.

Discussion ensued with Commissioners asking questions regarding the impact of the reductions and Chief Massetani and Ms. Ragan responding.

Public Comment

John Darmanin wished to point out that even though Mayor Newsom had publicly stated that he would not close firehouses, a station can still be decimated by closing an engine or truck company, a medic unit or a rescue squad. Even though the station is open, its response capability has been severely impacted and it no longer can provide the same level of service.

Michael Tragesser, Director, Firefighter/Paramedics Association, stated that the greatest concerns of firefighter/paramedics are the budget crisis and the paramedic shortage. He pointed out that it takes 16 weeks to train a recruit with few qualifications beyond a GED and a driver's license, and that the lateral hiring of trained firefighters/paramedics would reduce the training interval to seven weeks. Due to the shortage of paramedics, the Department experiences a continued downgrading of ALS engines. New classes of recruits would only

exacerbate the current situation. Mr. Tragesser recommended hiring experienced laterals as a budget saving.

Frank Kelly, Secretary, San Francisco Firefighters local 798, wished to clarify Mr. Tragesser's comment. He pointed out that to hire an H2 firefighter at the first step costs $52,000, taking five years to achieve the fifth step at $75,000. Hiring 48 laterals off the street at $85,000 as the first step would seem to be a far costlier proposition. Mr. Kelly suggested that a closer examination of this system is warranted.

Ken Smith stated that he was offended by Mr. Tragesser's remark regarding the minimum requirement for a firefighter recruit being only a GED and a driver's license. Mr. Smith stated that many firefighters have entered the Department in the past six years that have BAs and MAs and other advanced degrees and certifications. He wished to stand up not only for all firefighters who have more than GEDs but also for those who have only GEDs since they may have lacked the resources to obtain anything beyond that.

David Drabble suggested that H3 Firefighter/Paramedics do not necessarily come in at a top step. He explained that in private industry five-step tier is used frequently. Mr. Drabble believed that a five step program could be developed, similar to the H2 one, with the same relative percentage increases, and that this could alleviate the problem the Department is expecting with the forthcoming large number of retirements.

Commissioner Roeca moved and Commissioner del Portillo seconded. The submittal of the FY 2004-05 Baseline Budget to the Mayor's Office was unanimously approved.

5. PUBLIC COMMENT

Sherman Tillman, member, Station 13, thanked Commissioner Conroy for attending an informational community meeting by Cingular Wireless regarding the safety of cell base antennas. Mr. Sherman informed the Commission of various opposition by communities to these antennas and had more research material for the Commission regarding the negative effect of these cell sites. He hoped the Commission and the Department would reconsider placement of the antenna at Station 13.

Frank Kelly, Secretary, San Francisco Firefighters Local 798, thanked the Commission for their concern regarding the members of Station 13. He attended the meeting but had many unanswered questions after he left, even though the expert provided by Cellular, Dr. Bushberg, had an answers for all the questions posed to him regarding health hazards. Mr. Kelly was told that everything is well within the SEC standards at Station 13 but he is aware that the telecommunications with its multi-billion lobbying efforts, is heavily involved in setting the standards. Mr. Kelly hoped that another location can be found for this cell site that is not a building that has residents 24 hours a day, 365 days a year.

Monica Fields, Vice President, San Francisco Black Firefighters Association, read a prepared statement on the behalf of the membership of the Black Firefighters.

Statement is attached as Public Comment to the Minutes of this meeting

John Darmanin, spoke in opposition to the dismissal of Jane Smith as EMS Chief. He noted that Chief Smith was an experienced paramedic, a capable administrator with a national reputation and highly respected by her peers.

6. ADJOURNMENT

Prior to adjournment, Commissioner Nakajo wished to thank the Asian Firefighters Association for the invitation to the Chinese New Year Parade and the celebration afterward.

There being no further business before the Commission, the meeting was adjourned at 7:55 p.m.

Tania Bauer
Secretary

4.E. Presentation of the FY 2004-05 Preliminary Baseline Budget

Public Comment Statement

Good evening, chiefs, administrative staff. The dismissal of EMS Chief Jane Smith is disturbing. She is the first female African American chief in the San Francisco Fire Department history and it is ironic that her dismissal happened under the administration of the first female Chief of Department. Chief Smith has distinguished herself with her service to the City and her commitment to excellence and Emergency Medical Services. During her 13 months at the helm of EMS, she has been outspoken against the resistance of paramedics integrated into the Fire Department. As a result of this, the Fire Department wants to replace her with someone who is going in the same direction of the Department. Well, what direction is that? Does the Department want to add value to the standard of service they provide? Do they believe that providing quality EMS services for all the citizens is a positive step? Do they think that upgrading their engines from basic life support capabilities to advanced life support capabilities is moving in the right direction? Because this is what Chief Smith has been doing all along. If this decision is finalized, her dismissal is unwarranted and a disservice to her unblemished record and a loss to the citizens of San Francisco. The San Francisco Black Firefighters Association is opposed to the dismissal of EMS Chief Jane Smith. Thank you.

Allstate.
You're in good hands.

Chief Joanne Hayes-White
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Hayes-White:

I apologize for sending this letter so late. While working at Poplar Creek Golf Course on a Saturday morning several months ago, I received a distress call from a patron indicating that someone was smashing into cars in our parking lot. I immediately went into the parking lot to ascertain the situation and it turned out to be an elderly gentleman who was behind the wheel of his car, completely disoriented and incoherent. Captain Perry Saxton was in the pro shop preparing to play golf and followed me out to the parking lot. He was able to immediately assess the this gentleman was apparently in a diabetic condition and Captain Saxton used his cell phone to call for medical aid immediately. Captain Saxton administered aid to the gentleman and remained until the local paramedics arrived and took over control of the situation.

Captain Saxton is to be commended for his quick and ready response, his professional demeanor and his willingness to assist when he clearly could have ignored what was happening knowing he could have lost his position regarding his tee time. I personally served in law enforcement for over 16 years in Southern California and I can say without reservation it would have been a privilege and an honor to have served alongside such an individual as Captain Saxton. He is certainly a credit to your Department and should be commended.

Sincerely,

Bob Howard
510 Broadway #202
Millbrae, CA 94030
(650) 692-6100

ZION
PONDEROSA
RANCH RESORT
"Where your dreams become an adventure!"

12 January 2004

San Francisco Fire Department
Chief Joseph Asaro
698 2nd Street
San Francisco, CA 94105

Dear Chief Asaro:

On December 23, 2003 I called Station 25 and spoke with Captain Dave Long. I introduced myself as a Volunteer Fire Chief from Utah and wondered if I could bring my children by Station 35 for a tour of the Fire Boat during our Christmas break. He was very kind and graciously said he would be more than happy to show us around.

When we got to the Station, Captain Long was gone and we were kindly greeted by Fire Fighter Mike Ferry. Fire Fighter Ferry did a wonderful job taking my family around the station and showing us the fire boat etc. He was very attentive to the children and patiently answered each of their questions—he left a great impression with each of them.

Please pass on my thanks to Captain Long and to Fire Fighter Ferry, they represented you and your department nicely and in a very professional manor.

Best regards,

Corey R. Child
General Manager,
Zion Ponderosa Resort
(Fire Chief, East Zion Fire Department)

800.293.5444
www.zionponderosa.com
P.O. Box 5547 • Mount Carmel, Utah 84755

UCSF Children's Hospital
at UCSF Medical Center

l Life Department
Parnassus Avenue
, Box 0210
Francisco, CA 94143
15/353-1203
15/353-9343
.ucsfhealth.org/childrens

rsity of California,
Francisco

January 22, 2004

The San Francisco Fire Commission
698 Second St. Room 102
San Francisco, CA 94107

Dear SF Fire Commission:

On behalf of the Child Life Department at UCSF Children's Hospital and most especially the children and families participating in our services, I would like to extend our most heartfelt thank you for the special Santa visit that you provided during the holiday season. It was heartening to witness the joy on the children's faces when they saw Santa and received a brand new gift.

As you know, the hospital environment can be stressful for children and their families. It is our goal to help pediatric patients cope with their hospitalization and illness by providing them with everyday childhood activities during their admission. This is especially vital during the holiday season when it is even more challenging to be away from home. We would like to thank the Fire Commission especially David, Gary, Shane, Eric, Brian, and Wayman for assisting us in our endeavors.

Once again, thank you – your generosity and support of our program is greatly appreciated.

Sincerely,

Laurice

Laurice Compagno, MA, CCLS
Child Life Specialist
(415) 353-1203 x 2

University of California
San Francisco
UCSF

Positive Health Program
Bay Area Perinatal AIDS Center

995 Potrero Avenue
Building 80, Ward 84
San Francisco, CA 94110
tel: 415/476-4082

Clinic
1001 Potrero Avenue
6D-33
San Francisco, CA 94110
tel: 415/206-8919
fax: 415/206-3626

January 29, 2004

San Francisco Fire Commission
698 Second Street
San Francisco, CA 94105

Re: Firefighters Toy Program 2003

Dear Fire Commissioner;

This letter is to express our gratitude and heartfelt thanks for all the support BAPAC receives every Christmas from the Firefighters Toy Program, especially Joann and staff that work with the distribution. During the holidays, it is a welcome relief to know that an organization such as yours is able to provide toys for the families we serve.

As a recipient of the Firefighters Toy Program, it is endearing to see the appreciation on the faces of our clients. Thank you so much for your continued support for BAPAC and our families.

Sincerely,

Gloria Hernandez-Fisher,
Administrative Assistant

African American Art & Culture Complex

"DEPICTIONS OF CULTURE, HISTORY AND PRIDE THROUGH ART FORMS"

January 12, 2004

Ms. Melissa Lerma
Special Event Coordinator
San Francisco Fire Fighters Toy Program
1139 Mission Street
San Francisco, CA 94103

Dear Ms. Lerma:

I want to take this opportunity to thank the San Francisco Firefighters Toy Program for their generous donation of toys during our Holiday Event on Saturday, December 20, 2003.

During these hard economic times, we are especially grateful for such a tremendous amount of toys that we were able to distribute to families. The families who live in the surrounding community consist primarily of low-income families. These families benefited greatly from your generosity.

I have enclosed pictures that highlight some of the activities on Saturday.

I look forward to a continued working relationship between the San Francisco Fire Fighters Toy Program and African American Art & Culture Complex.

Sincerely,

London Breed

London Breed
Executive Director

cc: San Francisco Fire Commission
Joanne Hayes-White, Chief of Fire Department, SFFD

762 Fulton Street • Suite 300 • San Francisco, CA. • 94102 • Phone 415-922-2049 • Fax 415-922-5130
www.aaacc.org

Asian Women's Shelter
3543 18th Street, #19
San Francisco, CA 94110
(415) 751-7110 Office
(415) 751-0880 Crisis
(415) 751-0806 Fax

RECEIVED
JAN 23 2004
San Francisco
Fire Commission

December 30, 2003

Ms. Melissa Lerma
San Francisco Firefighters Toy Program
1139 Mission Street
San Francisco, CA 94103

Dear Ms. Melissa Lerma,

Thank you very much for your generous donation to Asian Women's Shelter of holiday toys for children. We depend on donations to make our shelter a safe, welcoming home for battered Asian women and their children. The Asian Women's Shelter is a safe refuge and program for battered Asian women and their children. We specialize in multicultural/multilingual services for our residents, which include support counseling, food, shelter, transportation, accompaniment, translation and connections to legal services, jobs and job training, childcare, school, health care, permanent housing, and much more.

On behalf of the women and children, staff and Board of the Asian Women's Shelter, thank you so much for your generous support!

Sincerely,

Joyce Fung

Joyce Fung
Program Development Coordinator

Thank you for your generous donation!

C: Mr. Mario Trevino
San Francisco Fire Commission

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-05

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – February 26, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.

MAR 1 2 2004

SAN FRANCISCO
PUBLIC LIBRARY

1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Paul A. Conroy
Commissioner Carlota del Portillo

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations
Gary P. Massetani	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Kevin D. Taylor	- Division of Airports
Thomas A. Siragusa	- Division of Training
Paul H. Chin	- Division of Fire Prevention & Investigation
Glenn E. Ortiz-Schuldt	- Division of Emergency Medical Services

Chief Officers – Staff:

Marshal Isaacs, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

John J. Lee	- Division 2 (Acting)
Richard D. Bracco	- Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meeting of February 12, 2004.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through F) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, January 17 through January 30, 2004.

B. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Lee, Bernie F.	150 Deputy Chief of Dept.	Service	Feb. 07, 2004

(Retirement Certificate will be presented at Fire Commission meeting of May 27, 2004)

C. Military Leaves

Submitting for approval applications from two members for Military Leaves of Absence without pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Lucha, Roberto SSG	H2 FF	02-07-04 thru 02-08-04	2	US Army Res. SF Armory, CA	Attend Inactive Duty Training

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Pampanin, Vince SSG E-6	H10 Incident Support Specialist	02-22-04 thru 06-07-05	471	US Army Res. Overseas	Attend Active Duty Training

[Note: The above military leave is an extension. Military leave with pay for the above member has already been exhausted (Item 3.D, Minutes of 04-10-03)]

D. Leave of Absence

Submitting request for leave of absence with pay for Firefighter MeiBeck L. Chung, for five days, March 1 through March 5, 2004, in order to attend the Weapons of Mass Destruction Technical Emergency Response Training (TERT) in Atlanta, Georgia. There is no cost to the Department; all expenses will be paid by the Center for Domestic Preparedness. Firefighter Chung will not be replaced.

E. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from October 2003 through February 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
25	H2 Firefighter	888
4	H3 Firefighter/Paramedic	124
3	H20 Lieutenant	196
	Total number of Days with Pay	1208

Submitting requests for intermittent leaves with pay for the time period from August 2003 through May 2005 for the following:

1	1070 IS Project Director	Aug.11, 2003 – Jan 30, 2004
1	H1 Fire Rescue Paramedic	Jan 16, 2004 – Feb 13, 2004
1	H2 Firefighter	Jan 01, 2004 – Dec 31, 2004
1	H2 Firefighter	Jan 15, 2004 – Jan 15, 2005
1	H2 Firefighter	Jan 01, 2004 – Dec 23, 2004
1	H2 Firefighter	Jan 01, 2004 – Dec 31, 2004
1	H2 Firefighter	Dec 15, 2003 – Dec 15, 2004
1	H2 Firefighter	Jan 03, 2004 – Jan 03, 2005
1	H2 Firefighter	Apr 07, 2004 – Jan 31, 2005
1	H2 Firefighter	Jan 22, 2004 – Jan 21, 2005
1	H2 Firefighter	Nov 21, 2003 – Nov 21, 2004
1	H2 Firefighter	Jul 03, 2004 – May 01, 2005
1	H2 Firefighter	Mar 23, 2004 – Mar 25, 2005
1	H2 Firefighter	Feb 15, 2004 – Feb 14, 2005
1	H2 Firefighter	Feb 06, 2004 – Feb 06, 2005
1	H3 Firefighter/Paramedic	Jan 19, 2004 – Oct 19, 2004
1	H3 Firefighter/Paramedic	Mar 30, 2004 – Mar 30, 2005
1	H3 Firefighter/Paramedic	Oct 09, 2003 – Oct 09, 2004
1	H3 Firefighter/Paramedic	Feb 04, 2004 – Feb 02, 2005
1	H20 Lieutenant	Jan 12, 2004 – Jan 11, 2005
1	H20 Lieutenant	Feb 05, 2004 – Feb 05, 2005
1	H30 Captain	Feb 04, 2004 – Oct 01, 2004
1	A/H30 Captain	Feb 07, 2004 – Feb 07, 2005
1	H33 Rescue Captain	Dec 28, 2003 – Dec 28, 2004
1	H51 Assistant Deputy Chief	Oct 31, 2003 – Oct 31, 2004

F. Communications Received by Commission

The following communications have been received by the Commission from February 6, 2004 through February 19, 2004:

1. From Theresa Untalan, Wells Fargo Real Estate Merchant Banking, regarding the elimination of emergency procedure training by Community Affairs and suggesting that businesses would be happy to pay a fee for receiving it. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

2. From Rich Thomas alerting the Fire Department to hazardous and life threatening conditions at the Heritage Marina Hotel. Copy: Commissioners, Chief of Department and Fire Marshall.

3. From Jay Miller, praising the recent course offered by NERT at Grace Cathedral for equipping people with skills needed to assist SFFD in the event of a disaster and hoping that funding is not cut for the NERT program. Copy: Commissioners, Chief of Department, Deputy Chiefs and Director of Training.

4. From Michelle Woll, seeking a copy of a panoramic print of the San Francisco skyline on fire after the 1906 earthquake. Copy: Commissioners, PIO and Fire Museum.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through F on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted two letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Joanne Hayes-White, Chief of Department, declared to the Commission that she has a zero tolerance policy for inappropriate behavior at any Fire Department facility. She informed the Commission that she had excused both Deputy Chiefs from this meeting in order to investigate a tip from an outside source alleging inappropriate behavior at one of the Department's facilities. Chief Hayes-White stated that she has taken swift and decisive action in initiating and conducting an investigation, and that she will not tolerate inappropriate behavior. She assured the Commission that she will keep them informed of the results as they are determined.

Chief Hayes-White wished to address another issue that was also in the media recently, namely the temporary modified duty policy. She stated that she fully supports the policy and finds it sound and well written. The policy was a collaborative effort among the City Attorney's Office, labor organizations and the management of the Department. It is not the policy itself that needs improvement but the enforcement of it. Chief Hayes-White assured the Commission that the Department has started an immediate investigation into the improprieties.

Chief Hayes-White wished to commend the water rescue unit for a dramatic surf rescue that took place on February 18th. Fire Department resources were on the scene and in the water within five minutes to rescue people on a boat that had capsized in the ocean near Sloat Boulevard and Great Highway. She wished to describe the dramatic rescue: at the beach it was very windy with heavy surf conditions but one firefighter and one firefighter/paramedic entered the water, at great risk to themselves, and were able to rescue two victims. A 22-ear-old male, the youngest of the three, was not found since he apparently tethered himself to the boat and the boat sank. Chief Hayes-White wished to commend Firefighter Elizabeth Leahy and Firefighter/Paramedic Beth Goudreau for this rescue and noted that the Department needed to recognize the quality of service it provides to the citizens of San Francisco. In addition, two more swimmers provided assistance, Firefighter/Paramedic john Baxter and Firefighter Mami Suzuki, and she wished to commend them also. Chief Hayes-White stated that she was proud to report that there are two people alive today because of the excellent work of the San Francisco Fire Department.

Chief Hayes-White informed the Commission that contract negotiations will be starting and the contract has been reopened with Local 798, the official bargaining unit, which represents a majority of the employees of the Fire Department. She believes the Department has assembled an excellent negotiation team, overseen by Gary Massetani Deputy Chief, Administration, with newer members of the administrative team also assigned, namely Assistant Deputy Chiefs Taylor, Ortiz-Schuldt and Siragusa, in order to broaden their perspective and knowledge and, also, offer their expertise.

Chief Hayes-White introduced the new members to her administrative team: (1) *Kevin Taylor*, Assistant Deputy Chief, Airport, and former Battalion Chief assigned to Battalion 6; (2) *Glenn Ortiz-Schuldt*, Assistant Deputy Chief, EMS Chief, and former Deputy Director of the Emergency Communications Department; (3) *Tom Siragusa*, Assistant Deputy Chief, Director of Training, and former Battalion Chief assigned to Battalion 3; and (4) *Paul Chin*, Fire Marshal, Assistant Deputy Chief, Bureau of Fire Prevention and Investigation, and former Battalion Chief assigned to the Emergency Communications Center. Chief Hayes-White asked that each new member of the Command Staff provide a brief comment about themselves.

Commissioners commended Chief Hayes-White on the selection of her administrative team noting that there were two Assistant Deputy Chiefs that had both suppression and paramedic backgrounds and that it was a well-qualified diverse staff.

In closing, Chief Hayes-White responded to Commissioner Roeca's inquiry regarding temporary modified duty process, by reaffirming that she will put mechanisms in place to ensure that there will be no further improprieties or abuse. She reiterated that the policy is sound and a model that other departments are adopting but further work needs to be done to ensure that it is thoroughly and consistently enforced.

Public Comment
John Darmanin referred to the recent story in the media regarding firefighters on light or modified duty. He stated that until a full investigation is completed no one should be vilified. Mr. Darmanin pointed out that Chief Hayes-White inherited the situation and numerous Administrations had been aware of it, with little ever done to correct the abuse problem. He noted that even two of three top command staff were attempting to retire on disability. Mr. Darmanin hoped that both the Commission and the current Administration would address this issue and resolve it in the near future.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

5. Public Comment

John Darmanin *w*ished to comment on his own personal issues that are still outstanding and about which he has not received an answer from the Fire Department. He has transmitted his concerns to the new Administration and hopes that they will be addressed and that there will be some resolution and closure since he will not go away.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:50 p.m.

Tania Bauer
Secretary

Allstate.
You're in good hands.

Chief Joanne Hayes-White
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Hayes-White:

I apologize for sending this letter so late. While working at Poplar Creek Golf Course on a Saturday morning several months ago, I received a distress call from a patron indicating that someone was smashing into cars in our parking lot. I immediately went into the parking lot to ascertain the situation and it turned out to be an elderly gentleman who was behind the wheel of his car, completely disoriented and incoherent. Captain Perry Saxton was in the pro shop preparing to play golf and followed me out to the parking lot. He was able to immediately assess the this gentleman was apparently in a diabetic condition and Captain Saxton used his cell phone to call for medical aid immediately. Captain Saxton administered aid to the gentleman and remained until the local paramedics arrived and took over control of the situation.

Captain Saxton is to be commended for his quick and ready response, his professional demeanor and his willingness to assist when he clearly could have ignored what was happening knowing he could have lost his position regarding his tee time. I personally served in law enforcement for over 16 years in Southern California and I can say without reservation it would have been a privilege and an honor to have served alongside such an individual as Captain Saxton. He is certainly a credit to your Department and should be commended.

Sincerely,

Bob Howard
510 Broadway #202
Millbrae, CA 94030
(650) 692-6100

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RANCH RESORT
"Where your dreams become an adventure!"

12 January 2004

San Francisco Fire Department
Chief Joseph Asaro
698 2nd Street
San Francisco, CA 94105

Dear Chief Asaro:

On December 23, 2003 I called Station 25 and spoke with Captain Dave Long. I introduced myself as a Volunteer Fire Chief from Utah and wondered if I could bring my children by Station 35 for a tour of the Fire Boat during our Christmas break. He was very kind and graciously said he would be more than happy to show us around.

When we got to the Station, Captain Long was gone and we were kindly greeted by Fire Fighter Mike Ferry. Fire Fighter Ferry did a wonderful job taking my family around the station and showing us the fire boat etc. He was very attentive to the children and patiently answered each of their questions—he left a great impression with each of them.

Please pass on my thanks to Captain Long and to Fire Fighter Ferry, they represented you and your department nicely and in a very professional manor.

Best regards,

Corey R. Child

Corey R. Child
General Manager,
Zion Ponderosa Resort
(Fire Chief, East Zion Fire Department)

800.293.5444
www.zionponderosa.com
P.O. Box 5547 • Mount Carmel, Utah 84755

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-06

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3/11/04

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – March 11, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.

MAR 23 2004

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1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Paul A. Conroy
Commissioner Carlota del Portillo

Joanne M. Hayes-White - Chief of Department
Federico J. Sanchez - Deputy Chief, Operations
Gary P. Massetani - Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Kevin D. Taylor - Division of Airports
Thomas A. Siragusa - Division of Training

Chief Officers – Staff:

Marshal Isaacs, M.D. - Emergency Medical Services
Michael Casner, M.D. - Emergency Medical Services

Chief Officers – Firefighting Services:

Audry Lee - Division 2 (Acting)
Arthur W. Kenney - Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meeting of February 26, 2004.

Commissioner Conroy moved and Commissioner Norman seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through K, except B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of Commissioner Conroy, Item B was removed from the Consent Calendar.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during February 2004.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, January 31 through February 13, 2004.

B. Appointments (Removed from Consent Calendar)

Reporting the following PERMANENT appointments:

H3 Firefighter/Paramedic

Name	*Effective Date*
Michael T. Hoelsken	November 2, 2003
James V. Ferrante	November 28, 2003
Marc E. Pearson	December 12, 2003
Cortland C. Rounds	December 17, 2003

Reporting the following PERMANENT appointments:

H2 Firefighter

Name	*Effective Date*
Michael G. Aguilar	February 22, 2004
James K. Ayache	February 22, 2004
Julie C. DeJarlais	February 22, 2004
Jeff Iwasaki	February 22, 2004
Michael Juan	February 22, 2004
Thomas J. Mannion	February 22, 2004
Gavin R. Marconi	February 22, 2004
Guadalupe O. Marin	February 22, 2004
Sean E. Mullane	February 22, 2004
Roger W. Ng	February 22, 2004
Henry H. Tasto	February 22, 2004
Maiko F. Bristow	February 24, 2004
Damian Garcia	February 24, 2004
Aram J. Maravillas	February 24, 2004
Kerry B. Mann	February 24, 2004
Brian E. Murphy	February 24, 2004
David G. Smiley	February 24, 2004

Lainie M. Bebber	February 25, 2004
Miles C. Young	February 25, 2004
Jason W. Bland	February 26, 2004
Ian J. Derammelaere	February 26, 2004
Sean J. McKinney	February 26, 2004
David A. Crespin	February 27, 2004
Scott H. Darmstadt	February 27, 2004
Brian E. McCarthy	February 28, 2004
Shayne D. Kaialoa	March 1, 2004
Reuben N. Ramos	March 1, 2004

C. Return to Former Classification

Reporting that Provisional H43 EMS Section Chief Jane Smith has been returned to her permanent position as H33 Fire/Paramedic Captain, effective February 21, 2004.

D. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Murphy, Daniel J.	H40 Battalion Chief	Service	Feb. 02, 2004
Albano, Russell J.	H39 Captain, DOT	Service	Jan. 02, 2004
Farris, Kenneth C.	H39 Captain, DOT	Service	Feb. 07, 2004
Hickey, Jr., Patrick J.	H30 Captain	Ind. Dis.	Dec. 01, 2003
Blackburn, Robert G.	H20 Lieutenant	Service	Jan. 30, 2004
Diaz, Christopher	H20 Lieutenant	Service	Jan. 29, 2004
Eckberg, Charles A.	H20 Lieutenant	Service	Feb. 22, 2004
Lease, Russell C.	H20 Lieutenant	Service	Feb. 08, 2004
Vega, Paul R.	H6 Investigator	Service	Jan. 17, 2004
Mahan, Ramon	H3 Firefighter/Paramedic	Ind. Dis.	Dec. 29, 2003
Stanford, Terry	H3 Firefighter/Paramedic	Service	Feb. 13, 2004
Cooney, Thomas J.	H2 Firefighter	Service	Feb. 15, 2004
Fernandez, Albert	H2 Firefighter	Service	Jan. 17, 2004
Kilgariff, Michael F.	H2 Firefighter	Service	Jan. 26. 2004
Villafuerte, Thomas W.	H2 Firefighter	Service	Feb. 13, 2004
Cody, Martha A.	H1 Fire/Rescue Paramedic	Ind. Dis.	May 10, 2003

(Retirement Certificates will be presented at Fire Commission meeting of May 27, 2004)

E. Military Leave

Submitting for approval application from one member for Military Leave of Absence <u>without pay</u>, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Digre, Michael Corporal	H2 FF	02-06-04 thru 02-08-04	3	US Marine Corp Res. San Jose, CA	Attend Active Duty Training

F. Suspensions

Reporting the following suspensions:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H20 Lieutenant	Engine 13	4	12-14-03 thru 12-15-03 and 03-11-04 thru 03-12-04	Sec. 3926 (Tardiness and Failure to Report)
1 H3 FF/PM	Medic 8	2	03-13-04 thru 03-14-04	Sec. 3915 (Proper Behavior) Sec. 3919 (Unacceptable Language) Sec. 3922 (Acts Detrimental to Welfare of Department)
1 H2 Firefighter	Engine 25	10 work days	03-26-04 03-27-04 03-29-04 03-30-04 04-16-04 04-17-04 04-19-04 04-20-04 05-07-04 05-08-04	Sec. 3924 (Insubordination)

G. Resignation

Submitting resignation of H2 Firefighter Jana F. Wakefield, effective February 5, 2004. (Resigned with satisfactory services. Approximate length of service – five years.)

H. Separation

Reporting separation of Probationary 1070 IS Project Director Hugo A. Aparicio, effective close of business February 19, 2004. (Released from appointment. Started work 07-02-03.)

I. Leave of Absence

Submitting request for leave of absence with pay for Captain David Franklin, Safety Officer, for four days, March 2 through March 5, 2004, in order to attend the Incident Response to Terrorist Bombings in New Mexico. There is no cost to the San Francisco Fire Department. Captain Franklin will not be replaced.

J. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 1	03-4-130	12/19/03	0	B	Bill

Cause: While stopped at a red light, Medic 1 was struck by an Academy of Art College bus

Truck 13	03-4-131	12/30/03	621	A	File

Cause: Tiller error - While turning right, Trk 13's rear section struck a civilian vehicle in adjacent lane

Truck 9	03-4-132	12/31/03	618	A	File

Cause: While exiting access road at SFGH and turning right, Trk 9 struck a parked civilian vehicle

Medic 38	03-4-133	1/2/04	744	A	File

Cause: While making a left turn into driveway, Medic 38 grazed the building gate

Engine 10	03-4-134	1/7/04	531	B	Bill

Cause: Hit and run - While stopped behind a double parked civilian vehicle, Eng 10 was backed into by that vehicle

Medic 43	03-4-135	1/8/04	736	A	File

Cause: While attempting to position and park Medic 43 at an incident, driver removed foot from brake and ambulance moved forward striking a parked civilian vehicle

Engine 42	03-4-136	1/9/04	513	A	File

Cause: While returning to station down a very narrow street, Eng 4 struck an extended mirror on a parked SUV

Engine 7	03-4-137	1/11/04	0	A	File

Cause: While responding with red lights and siren, and turning right, Eng 7 grazed a parked civilian vehicle

Engine 17	03-4-138	1/16/04	534	B	Bill

Cause: While stopped at a red light, Eng 17 was rear ended by a civilian vehicle

Engine 16	03-4-140	1/25/04	533	A	File

Cause: While backing into quarters, Eng 16 struck bollard; spotters were posted but driver did not hear

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

K. Communications Received by Commission

The following communications have been received by the Commission from February 19, 2004 through March 4, 2004:

1. From Gail Shem-Lee, demanding that paramedics be placed on all Engines as they are in Oakland, San Jose, San Mateo and Marin counties, and not only in 21 select neighborhoods since the pre-hospital care provided by paramedics is essential and should be available to all neighborhoods. Copy: each Commissioner, Chief of Department and EMS Chief.

2. From Jim Corrigan, referring to the $6 million deficit in the Department's current budget and finding the ideas that were proposed by Chief Hayes-White and Chief Massetani at the FY 2004-05 presentation laughable, and implying that the suggestions offered by Dan Noyes were more viable. Copy: each Commissioner and Chief of Department.

3. From John F. Hanley, President, Local 798, inviting the Commission to a private viewing of the acclaimed documentary *Report from Ground Zero* and to meet the film's producer, Dennis Smith, former FDNY firefighter. Copy: each Commissioner.

4. From Jim Corrigan, commending Chief Hayes-White on her quick action in giving substance abuse tests at Station 6 and noting that until "on going random testing" can be instituted it will not be known how much drinking is going on at firehouses. Copy: each Commissioner and Chief of Department.

Commissioner Conroy moved and Commissioner Norman seconded. There were no questions or discussion and Items A through K except B on the Consent Calendar were approved or ordered filed as appropriate.

B. Appointments (Item Removed)

Reporting the following PERMANENT appointments:

H2 Firefighter

Name	*Effective Date*
Michael G. Aguilar	February 22, 2004
James K. Ayache	February 22, 2004
Julie C. DeJarlais	February 22, 2004
Jeff Iwasaki	February 22, 2004
Michael Juan	February 22, 2004
Thomas J. Mannion	February 22, 2004
Gavin R. Marconi	February 22, 2004
Guadalupe O. Marin	February 22, 2004
Sean E. Mullane	February 22, 2004

Roger W. Ng	February 22, 2004
Henry H. Tasto	February 22, 2004
Maiko F. Bristow	February 24, 2004
Damian Garcia	February 24, 2004
Aram J. Maravillas	February 24, 2004
Kerry B. Mann	February 24, 2004
Brian E. Murphy	February 24, 2004
David G. Smiley	February 24, 2004
Lainie M. Bebber	February 25, 2004
Miles C. Young	February 25, 2004
Jason W. Bland	February 26, 2004
Ian J. Derammelaere	February 26, 2004
Sean J. McKinney	February 26, 2004
David A. Crespin	February 27, 2004
Scott H. Darmstadt	February 27, 2004
Brian E. McCarthy	February 28, 2004
Shayne D. Kaialoa	March 1, 2004
Reuben N. Ramos	March 1, 2004

Commissioner Conroy, having confirmed that the H2 permanent appointments listed under this item are from the 108th class, congratulated them and wished them well, noting that they were the first to have undergone the CPAT (Candidates Physical Ability Test) and become permanent members of the Department.

Commissioner Conroy moved and Commissioner Norman seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted two letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Joanne Hayes-White on monthly status of department personnel, equipment and apparatus for February 2004.

Joanne Hayes-White, Chief of Department reviewed the second draft of the FY 2004-05 Budget and informed the Commission that the changes were minor from the initial submittal. One of the changes concerns the Division of Support Services and AWSS (Auxiliary Water Supply System). In the FY 2004-05 budget, the pump station positions have been moved from Support Services to the AWSS index code and will be funded by the PUC, since they support the high pressure system.

The Department is discussing with the Port Authority the need for the budget to reflect as-needed pilots and engineers, as well as increases in overtime and premiums in order to fully fund the positions at the fireboat.

Chief Hayes-White recounted some further changes: (1) the amount required to administer the CPAT and continue development of promotional testing was reduced from $868,184 to $766,404; (2) the Central Shops work order for repair and maintenance of the Department's apparatus remains the same but needs to be restored to previous levels; (3) hiring, retirement and overtime are not yet included in this draft of the budget. Gary Massetani, Deputy Chief, Administration, added that the Mayor's Office wishes further reduction of approximately of $20 million and is looking to the upcoming labor negotiations to help achieve it. Negotiations have started with Local 798 and staff has been assigned to participate, including staff from Department of Human Resources and the Mayor's Budget Office.

Chief Hayes-White updated the Commission on the Temporary Modified Duty (TMD) Policy. Under Chief Massetani's direction, the Department has completed the review, and confirmed that policy, as written, meets the Department's goals and is considered a model by others. Since its implementation in 2002, the TMD policy has saved the Department approximately $2 million. She stated that these are not make-work positions and each case is closely reviewed, monitored and adequately supervised so that there should not be any further abuses. The Department has revised the tracking system and centralized it in the Assignment Office. Furthermore, administrative controls have been implemented that will require the Department to review all TMD assignments on a 30-day interval and, when applicable, provide the member with an ADA package 90 days prior to termination. The Department will also review all active cases and take a more active role in communicating to members their options. Chief Hayes-White will keep the Commission updated, as well as make a formal report, at Supervisor Sandoval's request, to the Board of Supervisors on the subject.

Chief Hayes-White apprised the Commission of the events at Station 6 when she had received a report of inappropriate behavior occurring at that station. She had dispatched Deputy Chiefs Massetani and Sanchez, who evaluated and interviewed members, and decided that five members warranted testing. Three members had negative results and were returned to duty, while one member was reassigned to administrative duties and the other took personal leave pending the outcome of the investigation. She noted that prior to further decisions being made, she wished to have all facts and circumstances about the case at hand.

Furthermore, the Department continues working collaboratively with the Controller's Office on the audit and has provided the work group with a myriad of information, including resources, resource allocation, workforce configuration, and call volume. Additional work with Controller consisted of identifying and recommending how to overcome the current shortfalls in the FY 2003-04 budget.

Chief Hayes-White stated that the Department will be providing the Civil Service Commission with a progress report on the development of secondary criteria for promotional exams. A reasonable working draft exists from the previous Administration but had not been reviewed by the various employee groups. The draft has been provided now to the employee groups and the Department is awaiting their written feedback.

In closing, Chief Hayes-White wished to recognize and commend Darryl Scobie, Truck 14, who was surfing on his day off on Ocean Beach. As he came out of the water, he noticed three people in distress in the surf next to the Cliff House. FF Scobie went back into the water, without the benefit of his wetsuit, and rescued all three individuals. He was assisted by Sean Scanlon of the GGNR Beach Patrol, also off-duty, and other surfers in the vicinity. The Chief expressed her appreciation to Firefighter Scobie for his effort and to all employees of the Fire Department who provide such good service whether on- or off-duty.

Discussion ensued with Commissioners asking questions and commenting regarding disability and the Controller's audit and Chief Hayes-White and staff responding.

Public Comment
John Darmanin pointed out that even though the staff at the Controller's Office seemed less vicious in regards towards the Department than the Budget Analyst's, the intent of both was to make cuts to the Department. Mr. Darmanin reminded everyone that even though Mayor Newsom promised not to close fire stations, he still could cut companies.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Report from Suppression

Fred Sanchez, Deputy Chief, Operations, reported that there were two greater alarms and a capsized boat incident. (1) The fist fire was at 74 – 6th Street in an SRO hotel. Due to the location of the standpipe, it was difficult to access and there was a great deal of smoke. Since the hallways had sprinklers because of the recent legislation, the fire did not spread and was quickly extinguished. There was a fatality in the building but it was unrelated to the fire. (2) The second fire occurred at Laguna Honda Hospital, in the laundry room of Building D. Due to the open hallways in that building and the type of fire, there was a considerable amount of smoke. The greatest concern was the number of frail elderly and non-ambulatory individuals, of whom 300 were evacuated. Chief Sanchez attributed the containment of the fire to quick action by the Department, since it could have been catastrophic in these circumstances due to smoke inhalation by the frail elderly. (3) The capsized boat rescue by Beth FFs Goudreau and Leahy was exceptional, since the swells were extremely high and the water extremely cold. The victims were rescued and stabilized while Team B went into the surf to find the third victim. Unfortunately, that victim was never located.

Chief Sanchez informed the Commission that an all Chief's meeting was being planned at the Division of Training in late March, even though it presented logistics problems. The meeting was called by Deputy Chiefs Sanchez and Massetani in order to discuss with all Chiefs greater responsibility and accountability. He reported that the units in the field have greatly increased the number of drills performed and that Chief Siragusa is scheduling second year firefighters at the Division of Training for refresher training on pump evolutions.

Furthermore, the Chief Hayes-White and Chief Sanchez met with Chief Casserly and Captain Revel regarding accident investigations and development of new protocols on tracking and monitoring accidents in order to decrease them. They provided a comprehensive report and suggested how to categorize accidents as major and minor, with a matrix which will track individuals and remove them from duty if they were involved in a certain amount of accidents.

In closing, Chief Sanchez noted that the quality and accuracy of the reports he receives had increased to an exceptional level. Written recommendations and unusual occurrences

reports are coming in with greater frequency from Battalion Chiefs and Assistant Chiefs. These reports are very helpful in the decision making process for the Chief and the Deputy Chiefs since they provide the benefit of multiple points of view on an issue.

Commissioner Conroy thanked Chief Sanchez for the comprehensive report and expressed his appreciation, and the other Commissioner's appreciation, for the level of detail provided by Chief Sanchez' report, as well as that of Chief Hayes-White's. Further discussion ensued.

Public Comment
John Darmanin pointed out, in respect to accident investigations, that the current Local 798 MOU provides the Chief of Department the authority to initiate drug or alcohol testing after an accident has occurred involving the Department's apparatus or other vehicles. Mr. Darmanin noted that he had never seen it exercised.

D. Report from Emergency Medical Services

Marshal Isaacs, M.D., SFFD Medical Director, introduced Jim Fazackerly, EMS, Operations Chief, who provided the report. Chief Fazackerly noted that medical response unit staffing for the month of February was excellent: (1) all 19 ambulances were staffed around the clock, every day of the month; (2) average daily deployment of first response apparatus was 24 ALS engines per day; and (3) Medic 9, an ambulance unit placed in service only when there is excess staffing, was in service three days in February.

The county's Emergency Medical Services Section, Department of Public Health, has mandated that all paramedics accredit as practitioners no later than May 1, 2004. Certification has also been mandated for pediatric advanced life support certification for all ALS providers. Chief Fazackerly declared that an exhaustive effort is underway at EMS in-service training to meet the new county mandates. He wished to commend Section Chief Phil Harvey and his staff for their hard work on this project.

Chief Fazackerly reported that the EMS Division logged 20 sentinel events (unusual occurrences) in the clinical risk management and mitigation area, with none received from the Department of Public Health's EMS Section. He explained that that these "events" are of a clinical or behavioral nature and occur when someone notes that some performance does not fall into the norm. February's incidents were uncovered during performance management and quality improvement research and analysis, and investigations into those incidents are ongoing.

Chief Fazackerly informed the Commission that the new Patient Care Report (PCR) is in field use. This report has been entirely end-user designed with field paramedics, EMTs, firefighters and Suppression officers actively participating in the process – from drawing board through implementation. He felt that the Department could take pride in this new tool and the dedication and skill of those who created it. Chief Fazackerly commended Paramedic Captain Dave Anderson for his guidance and project management in the creation of the new PCR.

Public Comment
John Darmanin wished to differ with Dr. Isaacs's description of such rarely seen cooperation as that which was exhibited in the extrication of the victim from a vehicle hit by a car trying to escape from the police. Mr. Darmanin stated that when he first came to the Department he had seen a great deal of cooperation in the field at accidents and extrications. He does not believe that it should be classified as extraordinary or rare since it is a job that members do in the field any time the situation arises.

E. Fire Commission Resolution 04 -1

Proclaiming appreciation for the response and coordination of the Marin County Urban Search and Rescue Task Force during a disaster evolution with Fire Department units at the Emporium demolition site.

Chief Hayes-White stated that on January 29, 2004, the Department had a training evolution at the Emporium site, which will be demolished shortly. She thanked the Marin Urban Search and Rescue Teams for participating with the San Francisco Fire Department in the simulation of a collapsed portion of the building. She wished to recognize the efforts and coordination performed by Section Chief Robert Navarro of Special Operations. She recognized Chief Massucco, Marin County Fire Department and Farhid Mansurian, Marin County Department of Public Works, thanked them for their cooperation and assistance in the drill, and presented the Resolution to Chief Massucco.

Note: Fire Commission Resolution 04 – 1 is attached

Commissioner Norman moved and Commissioner Conroy seconded. There were no further questions or discussion and Resolution No. 04-1 was adopted.

F. Presentation of Wall Map of San Francisco to Fire Commission showing Fire Stations and indicating all Units and Fire Department Facilities

Robert Kehoe, Lieutenant, Bureau of Fire Prevention, declared that he is presenting the Commission with one of nine completed maps. Due to the expense of the project further maps were not produced but Support Services is investigating the possibility of producing the maps in a less costly way. Other maps have been assigned to the Bureau of Arson and Investigation, Division of Training, Bureau of Fire Prevention and Plan Check Division at the Department of Building Inspection. Inspector Kehoe presented the last map to the Chief of Department.

Public Comment
John Darmanin stated that he had observed the development of the map and the energy put into the effort by Lieutenant Kehoe. Mr. Darmanin wished to know the cost of the maps and suggested that the public be told.

G. Special Presentation – McMillan Center

Pilot Program of moving Chronic Public Inebriates out of Emergency Medical Services System and into medically supervised Social Services System

Prior to viewing of the presentation, Chief Hayes-White wished to acknowledge the presence of Scott Campbell, M.D., and to provide some background information on the development of the McMillan Center and Dr. Campbell's role.

In the spring of 2001, the San Francisco Emergency Physician's Association appeared before a special session of the Board of Supervisors to voice their concerns about hospital diversion. After that session, then Supervisor Newsom called for the formation of a Diversion Task Force to study the problem and make recommendations. The Diversion Task Force was comprised of members of the Department of Public Health, representatives of San Francisco's private hospitals, the Emergency Communications Department and the Fire Department and the chair of the task force, Dr. Scott Campbell. He is a board-certified emergency physician practicing at Kaiser, holds a Master's degree in Public Health, and has personally donated 5,000 hours of his time to participate in this task force. The most important recommendation of the task force was to stop the revolving door of the emergency

room services being provided to chronic inebriates and to build a center where there would be medically supervised detoxification and immediately available social services. As an answer to this chronic problem, the McMillan Sobering Center opened its doors July 2003. She asked Dr. Campbell to briefly address the Commission.

Dr. Campbell explained that the project was approximately 39 months old. In January of 2003, he made a presentation to the Board of Supervisors, which was essentially the culmination of six months prior work on behalf of the task force and of McKinsey - a management consulting firm. McKinsey had donated $700,000 worth of their time to prepare various analyses, based on data from the Fire Department and the Department of Public Health, to present a fresh perspective on ambulance diversion and how it could begin to address the issue of chronic public inebriates' use of the EMS system. Dr. Campbell declared that this led to an unprecedented public and private partnership. $1.2 million was generated on behalf of the Hospital Council combined with the Department of Public Health and approximately $600,000 on behalf of the private hospitals in order to get the McMillan Center up and running for a two-year pilot period.

Dr. Campbell stated that at the request of Mayor Newsom, he will be debriefing him along with Dr. Katz, Chief Hayes-White and Dr. Isaacs on a six-month follow-up of the current status and future goals of the program. He will be happy to make that presentation to the Fire Commission, since he will also be making it to the Health Commission and to the Board of Supervisors. The presentation will be a synthesis of call center data, DPH data and McMillan data and EMS data put together as a six-month follow-up.

Dr. Isaacs introduced Captain Niels Tangherlini, a 13-year paramedic who will be assisting with the presentation and who is the liaison to the Commission on Aging and Adult Protective Services. Dr. Isaacs commended him not only for his exemplary work while on duty, but also for Captain Tangherlini's dedication of many off-duty hours to furthering the interests of the elderly and disenfranchised populations within San Francisco.

Dr. Isaacs informed the Commission that he had been asked to present, at a national EMS conference recently, the concept of diverting chronic public inebriates out of the EMS system and overcrowded Emergency Departments into a system which can end the cycle of substance abuse. His video presentation followed.

Note: Copy of Dr. Isaac's presentation is attached

Discussion ensued with Commissioners asking questions and Dr. Isaacs, Dr. Campbell and staff responding.

5. Public Comment

Commissioner Norman wished to comment on the length of the meeting. She declared that she was pleased with the exceptional presentations at this meeting and hoped that this trend will continue, regardless of time involved.

Commissioner Conroy concurred since the information received was highly interesting and useful to the Commission.

There was no other public comment.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:15 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION
RESOLUTION 04 - 1

WHEREAS, the members of the SFFD are to "protect lives and property" from fires, natural disasters and hazardous material incidents; to save lives by providing emergency medical services; and to prevent fires through prevention and education programs; and

WHEREAS, the San Francisco Fire Department and its Regional Rescue responders are to provide mutual aid to maximize operations and resources whenever a natural or human-made disaster occurs; and

WHEREAS, the City and County of San Francisco is responsible for coordination of mutual aid system, which may be requested, such as the Urban Search and Rescue (US&R) Task Force to assist with major structural collapse, search and rescue operations as an adjunct to existing San Francisco resources; and

WHEREAS, to benefit intra-agency coordination and experience prior to full implementation of operations, and to mitigate risks associated with major structural collapse work in an Urban Search and Rescue capacity; now, therefore, be it

RESOLVED, that the San Francisco Fire Commission proclaims its appreciation for the response and coordination of the Marin County Urban Search and Rescue Task Force during a disaster evolution with San Francisco Fire Department units on January 29, 2004, at the Emporium demolition site.

Adopted at the Regular Meeting of the San Francisco Fire Commission on March 11, 2004.

Ayes: Nakajo, Norman, Conroy Absent: Roeca, del Portillo

T. B

Tania Bauer, Secretary

"EMS State of the Science VI: A Gathering of Eagles"

Sobering Results: Moving Public Inebriates Out of the EMS System

Presented by:
S. Marshal Isaacs, MD, FACEP
EMS Medical Director, San Francisco Fire Department

Clinical Professor of Medicine
The University of California, San Francisco

Attending Physician
Emergency Services
San Francisco General Hospital

JoAnne Hayes-White
Chief of Department
SFFD

February 20-21, 2004
UT Southwestern Medical Center
Dallas, Texas

BACKGROUND

San Francisco has a long and honorable tradition of embracing so-called "alternative lifestyles and behaviors". For decades, people have flocked to "Baghdad by the Bay" because of its natural beauty, its liberal sensibilities and its acceptance of diversity. In addition, San Francisco has a long and proud tradition of providing high quality rapid emergency medical services to its residents and visitors. While these historical traditions appear to have no relationship, recently they have become inexorably intertwined.

For many reasons, the number of homeless persons on the streets of San Francisco has increased dramatically over the past 10 years. Recent estimates of the number of homeless in San Francisco go as high as 20,000, all in a city of only 49 square miles. The vast majority of homeless persons reside in the downtown/business district of the City. While we recognize that may homeless persons do not have alcohol or other substance abuse problems, unfortunately, many do.

Without a doubt, the most significant change in recent years regarding public inebriates occurred when the San Francisco Police Department ended its long-standing practice of holding presumed intoxicated individuals in local police station "drunk tanks". Of course, it did this because of an adverse outcome. Police officers receive no training to enable them to distinguish a simply intoxicated person from someone who has alcohol on their breath AND a major brain injury. It is therefore inappropriate to have these patients observed in district police stations.

Once the police department began refusing to transport and/or observe altered persons, the responsibility for these citizens naturally fell to the SFFD's emergency medical services. Of course, paramedics and EMT's are not able to definitively

distinguish simple inebriates from other patients with alcohol on their breath AND significant other potentially life-threatening problems. Thus, SFFD ambulances were required to transport ALL of these patients to San Francisco hospital emergency departments.

Studying the Scope of the Problem

In early 2002, the San Francisco Board of Supervisors, under the leadership of then Supervisor and current Mayor of San Francisco, Gavin Newsom, appointed the "Hospital Diversion Task Force". This group, made up of experts from both the public and private sector, was given the responsibility for identifying key issues and developing policy recommendations to address the increasing rates of hospital diversion and the medical burden of chronic public inebriates on the San Francisco EMS system.

It should be noted that ED overcrowding in San Francisco led to ambulance diversion rates that increased 10-fold over the last 5 years. The 4 out of 9 SF hospitals that are located in the downtown district accounted for >80% of all diversion hours.

There was a sense among emergency physicians, emergency nurses, paramedics and EMT's, that much of the overcrowding in the downtown ER's was related to people with simple alcohol inebriation and altered mental status due to other substances of abuse. Estimates of the number of simple inebriates transported by ambulance or occupying beds in San Francisco ER's were as high as 1 in 4 patients.

As downtown ER's closed to ambulance traffic, these patients were diverted to outlying private hospitals, which presented a new set of challenges and difficulties for these hospitals, their staffs and their patients.

San Francisco consulting firm McKinsey & Company generously donated more than $600,000 in staff time and resources to study the issues involve, and developed a comprehensive plan to relieve the hospital diversion crisis in San Francisco.

A key component of this plan was the development of a public-private partnership between the City's Department of Public Health, and the Hospital Council of Northern California. This partnership resulted in the funding for a pilot project establishing a "Sobering Center" within the City and County of San Francisco.

The Sobering Center is now established within an existing building in the downtown district know as the McMillan Center, which previously provided referral services for those suffering from alcohol and other substance addictions. The 24-hour center would now provide beds for up to 24 intoxicated persons AFTER they were appropriately screened either by paramedics or by hospital emergency department staff. In addition t regaining sobriety over a few hours, these patients would then have access to medical, nursing, behavioral health, case management and housing services to assist in their short and long-term stabilization process. In addition to off-loading the prehospital and hospital emergency medical system, the goal of the project is to end the cycle of alcohol abuse and it related health and social problems.

Objectives

- To provide better care for chronic public inebriates and improve their health outcomes.
- To decrease the number of ambulance transports for chronic public inebriates.
- To decrease the number of chronic public inebriates evaluated in San Francisco hospital emergency departments.

Operations

⇒ FY 2003/2004 budget:
DPH: $900,000, Hospital Council: $400,000

⇒ Opened in October 2003

⇒ 28 beds

⇒ Already existing vans (MAP), which historically cruised around the City looking for homeless persons for transport to the center enlisted to allow them to transport ambulatory intoxicated persons either from the street after EMS evaluation, or upon medical clearance from a hospital emergency department.

Safeguards

✓ The McMillan Center staff, at a minimum, includes a member trained to the level of Licensed Vocational Nurse (LVN). Every client, whether they walk in or arrive by ambulance or MAP van is immediately evaluated for exclusion criteria.

✓ The Center has immediate access to 911 emergency medical services dispatchers and ALS response time to the center is typically under 6 minutes.

✓ Frequent reassessment by McMillan staff.

Prehospital Inclusion Criteria

- Patient found on street or other public venue
- Odor of alcohol on breath
- Glasgow Coma Score 13 or higher
- Systolic blood pressure greater than 100 and less than 180
- Pulse rate greater than 60 and less than 110
- Respiratory rate over 12 and less than 24
- Finger stick blood glucose level over 80 and less than 200
- No active bleeding noted
- No red or purple bruising or hematoma above the clavicles
- Age greater than 18

- Not in police custody

Early Results

Although the project is proceeding well, there are concerns that the inclusion criteria are to tight, allowing for only 1-1.5 patients transported directly from the field to the Center each day.

While some hospitals are medically clearing a large number of patients and then referring them to the Center, some hospitals are referring very few. In fact, a small private ER located downtown has referred 120 patients to the Center, while the City's County hospital has referred only 20.

There have been 2 adverse outcomes at the Center, both of which are under investigation.

Next Steps

- ✓ To review 6 months of data
- ✓ To present this data to the medical oversight boards
- ✓ To make recommendations to further improve the pilot project

Conclusion

San Francisco is committed to providing the highest quality emergency care to ALL of its citizens and residents, yet at the same time, we recognize the importance of appropriately caring for chronic public inebriates in an already over-burdened emergency medical services system.

See you next year....

Acknowledgment:

Dr. Isaacs would like to thank a number of individuals and organizations outside of the SFFD who were primarily responsible for this project:

Mayor Gavin Newsom
Emeritus Mayor Willie Brown, Jr.
The San Francisco Board of Supervisors
Director of Public Health Dr. Mitchell Katz
Dr. Barry Zevin and his staff at the McMillan Center
Dr. Scott Campbell of San Francisco's Kaiser Hospital
San Francisco EMS Director Dr. John Brown and his staff
The San Francisco Emergency Physicians' Association (past president Dr. Tom Peitz and and current president Dr. Todd Kessinger)
The San Francisco Hospital Emergency Room Diversion Task Force
McKinsey & Company, Inc.
The Hospital Council of Northern California
The Tom Waddell Health Center
Chemical Awareness Treatment Services (CATS)
Mobile Assistance Patrol (MAP)

CITY COLLEGE OF SAN FRANCISCO

ADMINISTRATION OF JUSTICE & FIRE SCIENCE TECHNOLOGY

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • FAX 415. 239.3919
ADMINISTRATION OF JUSTICE • 415. 239.3202 • FIRE SCIENCE • 415. 239.3359

February 11, 2004

Chief of Department Joanne Hayes-White
San Francisco Fire Dept.
698-2nd St.
San Francisco, Ca. 94107

Dear Chief:

I am writing to acknowledge the assistance of Captain Dave Sullivan, San Francisco Fire Dept., Airport Division.

In November, he graciously agreed to give one of my fire science classes a tour of the Airport Division fire facilities. There was a classroom segment, and then a hands on tour of the fire apparatus. The students were allowed to take as long as they wanted. They all came away amazed at what goes into the fire operations at San Francisco International Airport. The on duty crew was equally supportive and helpful to the students in answering questions and assisting with the tour.

I am extremely grateful for the assistance of Dave and the crew working that day. I know it takes time for them to do this, but it is an excellent way for our department to sell ourselves to those who are interested in the fire service.

This is another example of the continued positive working relationship between the San Francisco Fire Department and City College of San Francisco.

Sincerely,

Jim Connors
Instructor, Fire Science
Captain, Engine 5

BOARD OF TRUSTEES
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DR. PHILIP R. OAY, JR., CHANCELLOR

Member, Board of Supervisors
District 4

City and County of San Francisco

FIONA MA

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January 27, 2004

San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Dear Joanne Hayes-White,

Thank you very much your department's participation in the community information fair at the 2004 Lunar New Year Celebration at City Hall.

We had a very successful event this year, welcoming over 1,000 people. It was definitely a valuable community outreach opportunity for all our city departments. I know that the attendees, including many of our local officials, appreciated the information provided at your booth.

Again, thank you for your support of and participation in our event. I look forward to continue working with you on future endeavors in the community. May you have a happy and prosperous Year of the Monkey!

Warm regards,

Fiona Ma
Supervisor, District 4
City and County of San Francisco

City Hall • 1 Dr. Carlton B. Goodlett Place • Room 244 • San Francisco, California 94102-4689 • (415) 554-7460
Fax (415) 554-7432 • TDD/TTY (415) 554-5227 • E-mail: Fiona.Ma@sfgov.org

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing - Thursday, April 8, 2004 – 4:00 p.m.

698 Second Street, Room 102 ▪ San Francisco ▪ California ▪ 94107

Item
No

DOCUMENTS DEPT.

MAY 10 2004

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1. **On ROLL CALL,** the following were present

President	Stephen A. Nakajo
Vice President	Russell S. Roeca
Commissioner	Pat Norman
Commissioner	Paul A. Conroy
Chief of Department	Joanne M. Hayes-White

Commissioner del Portillo was excused due to illness

Appearances
For the San Francisco Fire Department
Gina Roccanova, Deputy City Attorney
Gary Massetani, Deputy Chief, Administration

For Firefighter William Korbus
Joseph Moriarty, Counsel, Vice President, San Francisco Firefighters, Local 798
John Hanley, President, San Francisco Firefighters, Local
Firefighter William Korbus

Also Present
Marie Blits, Deputy City Attorney, Counsel to the Fire Commission
Tania Bauer, Commission Secretary

2. **PUBLIC COMMENT**

There was no public comment

3. **FORMAL HEARING ON A FORMAL COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST WILLIAM KORBUS, INCLUDING POSSIBLE COMMISSION DELIBERATIONS**

Formal hearing concerning the formal complaint filed by Joanne Hayes-White, Chief of Department, against Firefighter William Korbus, dated March 31, 2004, for violation of the Rules and Regulations as follows:

Section 3912 – Intoxicants/Drugs

A. Hearing

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

Firefighter Korbus requested a closed session.

1. **Public Comment on all matters pertaining to Closed Session**

   There was no public comment on the closed session

2. **Vote on whether to hold a Closed Session**

   Commissioner Conroy moved for a closed session and Commissioner Norman seconded. The motion was unanimously approved.

   The Commission went into closed session 4:15 PM.

B. Commission Deliberations

The Commission went into Deliberation at 5:45 PM

1. **Reconvene in Open Session**

   The Commission reconvened in open session at 6:35 PM

   a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

   Commissioner Conroy moved to report on action taken in closed session and Commissioner Norman seconded. The motion was unanimously approved.

   Commissioner Roeca reported that the Commission approved an agreement whereby Firefighter Korbus knowingly and voluntarily pleaded guilty to the charge of violation of Section 3912 of the Rules and Regulations. Firefighter Korbus fully accepts the consequences of his acts.

   The Commission hereby terminates Firefighter Korbus from his employment as a San Francisco firefighter. The Commission agrees to hold the termination in abeyance for three years on the following conditions, each of which is an essential and material term of the agreement:

   Number 1: The Commission imposes a 60-day suspension and fines 30 day's pay, calculated to the rounded figure of $6,000, for the purpose of this settlement.

   Number 2: Firefighter Korbus is currently attending a 28-day residential chemical-dependency treatment program. The Commission will give Korbus credit for the time he is in the program using his personal leave time, resulting in a reduction of his suspension by 30 days, if he remains in the program.

   Number 3: Firefighter Korbus shall pay his fine within 30 days of the date that the agreement is approved by the Commission by presenting payment to the Chief's office. Korbus may make alternative arrangements for payment agreeable to the Department, but in no case may the Department agree to extend the date of payment beyond one year.

   Number 4: Firefighter Korbus shall serve a 30-day suspension without pay, effective April 9, 2004.

   Number 5: Firefighter Korbus agrees that he will attend 52 weekly individual or group therapy chemical-dependency counseling sessions at a San Francisco Fire Department-approved chemical-dependency program. Korbus shall complete the 52

counseling sessions within 60 weeks of the date the Commission approves this agreement. Firefighter Korbus shall personally provide to the Deputy Chief of Operations quarterly progress reports approving his attendance, participation, and compliance with the terms of the program. The quarterly reports are due on July 9, 2004; October 9, 2004; January 9, 2005; and April 9, 2005. In addition, Firefighter Korbus will report to the Department physician on a quarterly basis to discuss his progress in the chemical-dependency program.

Number 6: Firefighter Korbus waives all privacy and confidentiality rights to permit the San Francisco Fire Department and its representatives with full access to information and reports regarding his attendance at said program, his counseling sessions, and information as to whether he has complied with the terms of the program. Firefighter Korbus is to execute the attached release reflecting this waiver and to execute a new waiver, should he change programs.

Number 7: Firefighter Korbus is to remain free of any controlled substance not approved by the Department physician and shall remain alcohol-free for a period of three years. Korbus shall report any prescription immediately to the Department physician. Furthermore, Korbus specifically agrees that he will not use or possess marijuana, even if prescribed by a physician.

Number 8: Firefighter Korbus shall submit to drug and alcohol tests administered by the San Francisco Fire Department or its designated agent, including but not limited to a third-party agency. The Department shall conduct random testing for a period of three years from the date the Commission approves this agreement. Firefighter Korbus agrees that the San Francisco Fire Department may use urinalysis to test for both alcohol and drugs. Korbus agrees he will not challenge the validity of urinalysis as an appropriate and effective testing method.

Number 9: Firefighter Korbus agrees that the San Francisco Fire Department need not show reasonable suspicion prior to testing and that any detectable level of controlled substances or alcohol constitutes a violation of this agreement. If a third-party takes the sample or analyzes the test, the third-party shall use the protocols established by the third-party. Korbus is entitled to a copy of that protocol, upon request.

Number 10: Korbus agrees that if the San Francisco Fire Department obtains evidence through the testing process of any controlled substance or alcohol in his system, or Korbus refuses random testing, or refuses to cooperate with the random testing, the Chief shall suspend Korbus without pay pending a hearing before the Commission. Korbus shall be entitled to only a limited hearing before the Commission, which will address only evidence of detectable controlled substances or alcohol. Korbus agrees that all of the following are presumed valid and established: compliance with collection protocol, chain of custody, and validity of test results. Korbus agrees that he shall bear the burden of proof to rebut the presumption of validity.

Number 11: Korbus agrees that, if he is convicted in a criminal court of possession of an illicit substance during the term of this agreement, said conviction shall also presumptively establish a violation of the agreement.

Number 12: Korbus agrees that he shall not serve in an acting officer or incident support specialist position for a period of one year following the date that the Commission approves this agreement.

Number 13: Korbus agrees that he will be temporarily assigned to another fire station for a period not to exceed one year following the date that the Commission approves this agreement. The selection of the fire station will be at the discretion of the Chief of the Department.

Number 14: Korbus agrees that he will not drive or tiller a Department vehicle or apparatus for a period of one year following the date the Commission approves this agreement.

Number 15: If the San Francisco Fire Department charges Korbus with a violation of any other San Francisco Fire Department rule and regulation, Korbus is entitled to a trial in accordance with the San Francisco Fire Department Rules and Regulations for trials and hearings before the Commission. If the Commission finds Korbus guilty of another violation, the Commission may revoke this agreement and terminate Korbus's employment with the Fire Department.

Number 16: Firefighter Korbus agrees that, if the Commission terminates his employment, he waives any and all rights to appeal his termination or to file a writ or administrative appeal of any kind. Korbus agrees that if the Commission finds that Korbus fails to comply with any of the terms set forth above, the Commission shall revoke this agreement and terminate Korbus's employment without further process. Korbus agrees that he waives his right to any other due process and to any appeal or writ concerning his termination.

Number 17: The parties agree that this settlement agreement is a full and complete resolution of all charges that the San Francisco Fire Department could bring against Korbus as a result of his conduct on February 26, 2004, and any acts or omissions of Korbus relating to the San Francisco Fire Department's investigation of the aforementioned behavior. Korbus agrees to waive any litigation or administrative rights whatsoever against the City and County of San Francisco, the San Francisco Fire Commission, the San Francisco Fire Department, or against any employee of the City and County of San Francisco regarding the charges against him.

Number 18: Korbus acknowledges that he has the right to consult with an attorney and/or Union representative concerning the waivers and promises contained in this agreement. He acknowledges that he has had an opportunity to discuss this agreement and his rights and obligations with an attorney or Union representative prior to executing the agreement. Korbus acknowledges that he's consulted with his Union representative prior to entering into this agreement.

Number 19: Korbus acknowledges that he voluntarily and freely entered into this negotiated agreement; and he understands each and every term set forth herein; and he understands that the waiver set forth is a complete and total waiver of notice and all rights of appeal to his discipline under the terms of this agreement.

Number 20: Korbus and the Union acknowledge that this agreement is a stand-alone agreement, meaning that the terms are unique to this case and are to be interpreted by the Fire Commission without reference to extraneous information not

provided for herein. This last-chance agreement is not to be precedent-setting in any other grievance or litigation.

Number 21: The Union agrees to the terms of this agreement and waives any and all rights to challenge the terms and conditions of this agreement. Specifically, the Union agrees that it shall make no challenge that urinalysis is not a valid testing method and shall make no challenge under the Meyers-Milias-Brown Act or similar statutes that this last-chance agreement and the terms contained herein are subject to a meet-and-confer requirement.

Commissioner Roeca stated that this was the decision of the Commission in approving the agreement.

b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).

Commissioner Norman moved not to disclose any discussions held during the closed session and Conroy seconded. The motion was unanimously approved.

Prior to adjournment, Commissioner Roeca asked if there was any public comment.

Public Comment

John Darmanin stated that he was happy to see the last chance agreement re-instituted but wondered how it would affect a previous case where a firefighter was terminated for a similar violation by the same Commission under the zero-tolerance policy.

John Choy, President, Asian Firefighters Association, wished to express their support and commend Chief Hayes-White for her (1) recent appointments that reflect experience and diversity; (2) for improving communication within the rank and file; (3) for an open door policy with employee organizations; and (4) for eliminating zero tolerance since substance abuse is a disease. The Asian Firefighters support Chief Hayes-White's policies and vision for the Department, including her commitment for the continued recruitment of a diverse and qualified workforce.

4. ADJOURNMENT

There being no further business before the Commission the Special Hearing was adjourned at 6:53 PM.

Tania Bauer
Commission Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-08

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – April 8, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.

APR 19 2004

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1. ON ROLL CALL, the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Paul A. Conroy

Commissioner Carlota del Portillo was excused for vacation.

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations
Gary P. Massetani	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Kevin D. Taylor	- Division of Airports
Glenn E. Ortiz-Schuldt	- Division of Emergency Medical Services
Paul H. Chin	- Division of Fire Prevention & Investigation
Lorrie A. Kalos	- Division of Support Services
Thomas A. Siragusa	- Division of Training

Chief Officers – Staff:

Marshal Isaacs, M.D.	- Emergency Medical Services
Michael Casner, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

John J. Lee	- Division 2 (Acting)
Richard D. Bracco	- Division 3

2. APPROVAL OF THE MINUTES

Regular Meetings of March 11 and March 25, 2004.

Commissioner Norman moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through E) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during March 2004.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, February 28 through March 12, 2004.

B. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Owen, Deborah	2232 Senior Physician Specialist	Ord. Dis.	Mar. 30, 2002

(Retirement Certificate will be presented at Fire Commission meeting of June 24, 2004)

C. Military Leaves

Submitting for approval applications from two members for Military Leaves of Absence, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Varona, Wilfredo TSGT (With pay)	H2 FF	03-01-04 thru 03-15-04	15	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
Digre, Michael Corporal (Without pay)	H2 FF	03-27-04 thru 03-28-04	2	US Marine Corps. San Jose, CA	Attend Active Duty Training

D. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 12	03-4-158	2/15/2004	731	A	File
Cause:	While backing up at an incident, Medic 12's duals became stuck on wooden steps; no spotters were posted since other medic was attending to patient				
Division 3	03-4-159	2/18/2004	209	B	Bill
Cause:	While responding with red lights and siren, Div 3 was struck by a civilian vehicle that ran a red light				

Medic 13	03-4-160	2/26/2004	741	A	File

Cause: While exiting Station 13 with red lights and siren, Medic 13 struck bollard

Medic 38	03-4-161	2/26/2004	744	B	Bill

Cause: While stopped at a red light, Medic 38 was struck by a civilian vehicle that ran a red light; the civilian vehicle had been struck by another vehicle that had a green light

Engine 26	03-4-162	2/27/2004	599	A	File

Cause: While exiting through a narrow gate after an incident, Eng 26 grazed the gate

Truck 18	03-4-163	2/29/2004	607	A	File

Cause: Tiller error - While making a U-turn, tiller turned the steering wheel the wrong way

Engine 26	03-4-164	3/1/2004	599	C	File

Cause: While backing out of a dead end street, Eng 26 struck a stopped civilian vehicle; spotters were posted, but failed to signal driver to stop

Engine 9	03-4-165	3/2/2004	597	A	File

Cause: While responding with red lights and siren, Eng 9's mirror came into contact with the mirror of a stopped beer truck, breaking mirror

BFP	03-4-166	3/3/2004	278	B	Bill

Cause: While parked and inspecting a building, BFP vehicle was backed into by a truck that left the scene

Medic 13	03-4-167	3/6/2004	735	A	File

Cause: While responding to an accident, Medic 13 struck post by fuel pump

Engine 18	03-4-168	3/6/2004	595	B	File

Cause: While double parked at rowing event at Lake Merced, Eng 18 was struck by a civilian vehicle that attempted to pass Eng 18

Engine 38	03-4-169	3/7/2004	538	A	File

Cause: While responding with red lights and siren, and making a right turn, Eng 38 struck a civilian vehicle at the curb of the crosswalk

Engine 42	03-4-170	3/9/2004	513	C	File

Cause: While proceeding through an intersection, Eng 42 failed to secure right-of-way and struck a civilian vehicle

Truck 3	03-4-171	3/9/2004	623	A	File

Cause: Tiller error - While backing into Station 3, tiller operator over corrected causing trailer section to strike wall

Truck 17	03-4-172	3/12/2004	621	A	File

Cause: Tiller error - While turning around in a narrow court, Trk 17 struck a parked civilian vehicle; spotters were posted but did not alert tiller in time

Engine 1	03-4-173	3/12/2004	543	C	File

Cause: Driver inattention - While preparing to back into quarters, Eng 1 failed to position apparatus properly prior to initiating backing operations

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

E. Communications Received by Commission

The following communications have been received by the Commission from March 19, 2004, through April 1, 2004:

1. From Ms. Sukiaki, regarding City Department employees, especially Fire and Police, being allowed to take City vehicles home, especially with gasoline prices so high and with employees living further than 60 miles from the City. Copy: each Commissioner and Chief of Department.

Commissioner Roeca moved and Commissioner Norman seconded. There were no questions or discussion and Items A through E on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted three letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Joanne Hayes-White on monthly status of department personnel, equipment and apparatus for March 2004.

Joanne Hayes-White, Chief of Department, wished to review a number of issues for the Commission. The first item she addressed (1) the April 5th incident at Station 19 when an officer indicated that he had suspicion that a member was under the influence of alcohol. After being tested, the member's blood alcohol level exceeded that the Department's threshold of .02. Currently, the member is on leave without pay pending further investigation and formal disciplinary charges. (2) The Mayor has asked all departments to submit a budget reduction of 5.5%, or approximately $7.3 million for the Fire Department. The Department is working with Controller's Audit Group and will consider their findings in making decisions. The Department is prioritizing the least painful reductions, and will comply with Mayor's request to all departments for these reductions. (3) The Controller's Audit group released preliminary findings, which included unit closures and station reductions. Chief Hayes-White notes that both she and Mayor Newsom are committed not to close any Department facilities. The Department is reviewing a potential reconfiguration of resources and examining the current configuration of stations. An EMS Workgroup Configuration Committee has been formed and is seeking the best model for the Department and for the citizens of San Francisco. The Department recognizes, and is sensitive to, the high call volume of Firefighter/Paramedics. The search has narrowed to four or five models, which the Department plans to present to employee groups shortly.

Chief Hayes-White stated that (4) the Department is aggressively pursuing grant funding, both from the Department of Homeland Security and from other sources of FEMA funding. Due to difficult budget times, the Department is particularly committed to obtaining this funding for emergency vehicles or personal protective equipment. (5) MOU Negotiations are continuing with San Francisco Firefighters Local 798, and Chief Hayes-White has requested for language to be included that would provide for random drug testing for all uniformed members, including herself. There has been no response on this issue yet from Local 798 but she believes it is in the best interest of the members to have random testing.

Chief Hayes-White noted that the last few weeks had been a particularly busy time for fire suppression. She provided a brief overview of the greater alarms and praised the members of the Department for quick responses and heroic action as well as excellent coordination and incident management.

In closing, Chief Hayes-White thanked Commissioner Roeca, Commissioner Norman and Commissioner del Portillo for their dedication and commitment to the Fire Department and for the support they provided her. She commended them for the countless hours of volunteer time they have given to the community they live in; for their ability to see both sides of an issue and deeply involve themselves in the Department. Chief Hayes-White

reiterated her thanks and hoped that they would continue to participate with the Department in some capacity.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

Public Comment
John Darmanin's comments are attached as a Public Comment Statement.

C. Formal Complaint

Submitted formal complaint against Firefighter William Korbus, dated March 31, 2004, for violation of Section 3912 of the Rules and Regulations (Intoxicants & Drugs).

President Nakajo stated that Firefighter Korbus' trial was held on April 8, 2004, at 4:00 p.m.

Public Comment
John Darmanin's comments are attached as a Public Comment Statement.

D. Report from Suppression

Fred Sanchez, Deputy Chief, Operations, informed the Commission that in the reporting period between March 12 – April 8, 2004, there were four greater alarms and 25 working fires. Property damage totaled $1,030,000 and contents damage $1,075,000 for the period. There were two civilian injuries and, unfortunately, two civilian deaths with a number of firefighter injuries. Chief Sanchez reviewed the fires in more detail for the Commission.

In closing, Chief Sanchez wished to acknowledge the Aquatic Rescue Response Teams. He explained that the United States Lifeguard Association is the governing agency that sets standards and certifies agencies for water rescue. In 1994, the San Francisco Fire Department was certified – the first Aquatic Rescue Response Team certified in the nation, even before Hawaii. The Aquatic Rescue Response Team has performed exceedingly well as demonstrated in the recent surf rescue at Ocean Beach, with such an effort only achievable through rigorous training. He also commended now-retired Bob Fennell and Russ Albano for their many hours of practice with the Teams to obtain that certification.

Commissioner Nakajo wished to commend the Chief and the members of the Department for their great effort at the most recent fires. He and Commissioner Conroy observed the Hyde Street fire, and if it had not been for brave action on behalf of some members the outcome would have been far worse, with possibly another life lost. Commissioner Nakajo wondered what the outcome of this fire would have been if some of the recommendations from the Controller's Audit would have to be followed, such as the closure of stations and companies.

E. Report from Emergency Medical Services

Marshal Isaacs, M.D., SFFD Medical Director, reintroduced Glenn Ortiz-Schuldt, Assistant Deputy Chief, EMS Chief, to the Commission to provide his first EMS report.

Chief Ortiz-Schuldt thanked Commissioners Norman and del Portillo, and particularly Commissioner Roeca, for their service and dedication, both as a member of the Department and, more importantly, as a resident of the City and County of San Francisco.

Chief Ortiz-Schuldt stated that there had been 6,645 medial incidents that were handled by the units on the street, with 4,400 resulting in transport to various hospitals in the city and to

the McMillan Stabilization Center. An average of 24 ALS engines, with a Firefighter/Paramedic assigned to them, were operative in March. There were ten sentinel events, all administrative in nature, and no EMS-related claims were filed against the Department.

Furthermore, EMS was involved in planning for the anti-war demonstrations. Chief Ortiz-Schuldt commended Chief Hayes-White for guiding the work group in crafting a boilerplate response to these types of anticipated events, which allowed the Department flexibility for responding but managed not incur any overtime.

Dr. Isaacs reviewed a number of incidents for the Commission, the first involved Engine 9, responding on code 3, which collided with a civilian vehicle. The incident is under investigation but no SFFD members were injured and the civilian driver sustained injuries that were not life-threatening. He wished to commend all personnel who were involved in the Hyde Street fire for a remarkable response and a heroic effort.

Dr. Isaacs wished to inform the Commission of a *yellow alert* incident, which indicates that there is the potential for numerous victims to be cared for by EMS. The incident involved a collision between two Muni buses at 6th and Geary. Fortunately, the bus was carrying only nine passengers of whom seven were transported to various hospitals, none with life-threatening injuries. Dr. Isaacs wished to commend Battalion 7, Engine 31, Medics 38, 12, 14, 10, and 5, and Rescue Captain 2, Ehrhardt Groothoff, who expertly managed the incident.

In closing, Dr. Isaacs, speaking for Chief Ortiz-Schuldt, Dr. Casner, EMS Operations Chief Fazackerly and all other EMS staff, recognized and thanked Commissioners Norman and del Portillo and Vice President Roeca for their dedication and service to the Department and for their support of EMS in improving the emergency medical care delivered to San Francisco residents and visitors.

F. Report on Temporary Modified Duty Policy

Chief Hayes-White declared that the Temporary Modified Duty (TMD) Policy was a sound policy, which had served as a model for other department, including the Police Department. In 2002, the policy had become part of the Local 798 MOU and to date it had resulted in a savings of approximately $2 million by facilitating retirements, ADA accommodations and returns to full duty. The Chief noted that what was previously lacking were clear supervisory responsibilities and control of members on TMD.

The request, which started work in this area, came from the media for a list of members on temporary modified duty. Three different lists were received by Chief Hayes-White with different information. In addition, 92 members were listed when in actuality the Chief knew that some were back on full duty. Resources were consolidated and a single tracking database was established, with the finalist indicating only 35 members on TMD. Chief Hayes-White thanked Deputy Chief Massetani for his work in this area, as well as the staff members who supported this effort.

Furthermore, a more aggressive individual case review was implemented for reporting and updating progress on a member's condition. The last item was the issuance of *General Order 04 A-17 Temporary Modified Duty – Supervisor/Employee's Responsibility.* The General Order deals delineates the respective responsibilities as well with the appearance of members while on duty and the establishment of a regular working hours, that is, 8:00 AM to 4:30 PM on a five-days-a-week schedule.

In closing, Chief Hayes-White stated that she believes the policy to be sound and with improvement in consistent application and enforcement, the Department should experience little difficulty in implementing it.

5. PUBLIC COMMENT

Kristen Odlaug's comments are attached as a Public Comment Statement.

John Darmanin's comments are attached as a Public Comment Statement.

Frank Kelly, Secretary, San Francisco Firefighters Local 798, speaking on behalf of Local 798's Executive Board and all the members, thanked Commissioners Roeca, Norman and del Portillo for their dedication to the San Francisco Fire Department and wished them luck in their future endeavors.

Kevin Smith, President, San Francisco Black Firefighters Association, recounted that the Black Firefighters had endorsed the CPAT (Candidates Physical Ability Test) on the provision that certain requirements were to be met. He believed that because those requirements had not been met, only seven women passed the CPAT. He asked that the Department examine those provisions prior to administering the CPAT again.

Commissioner Conroy expressed his pleasure in working with Commissioners Roeca, Norman and del Portillo and congratulated them on their contributions. He wished them the best of luck and hoped to see them again in the near future.

Commissioner Roeca declared that it had been an exciting eight years; he had enjoyed the opportunity and made lifelong friends. He noted that he would still be around and would like to be kept informed.

Commissioner Norman stated that she will miss not only the Department but also the work she has done and the people she has done it with. She is aware that with the new leadership in place, there will be major changes over the next few years – changes that she was part of initiating and supporting. Commissioner Norman indicated that she was extremely proud of the new Chief and is confident she will be able to make changes with the support of her command staff. She reiterated how proud she was to have been part of the vital work done every day by every member of the Department, which she will never forget this and will always consider herself a part of this Department.

Commissioner Nakajo wished to thank all of the Commissioners for their service and dedication and their desire to take the Commission to a higher level by becoming genuinely involved. He expressed special thanks to Commissioner Roeca, with whom he served for eight years, for his support. Commissioner Nakajo declared that few people were as dedicated and had cared for the Department as much as his friends Commissioner Roeca and Commissioner Norman.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:10 p.m.

Tania Bauer
Secretary

Public Comment Statement – This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission

Public Comment – Fire Commission Regular Meeting – April 8, 2004

My name is Kris Odlaug.

There are on duty incidents that have occurred that involve inappropriate behavior by officers and firefighters .

I reported a party where alcohol was being consumed at Station 14. This party was on June 14, 2003 and I have yet to be asked a single question by anyone investigating this party. At this party the officer, driver and tiller person of the truck were under the influence of alcohol. When battalion Chief Doug Goodin came to investigate, he ignored the alcohol sitting on the table and FF's hiding bottles and dumping coffee cups of wine down the sink.

I was informed that the City Attorneys office and the Fire Department were conducting the investigation. I have made Chief Joanne Hayes-White aware of these incidents.

I have been the target of retaliation from my own UNION and supervisors and co-workers since I reported this inappropriate behavior.

Public Comment Statement – This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission

Public Comment – Fire Commission Regular Meeting – April 8, 2004

Agenda Item 4(B).
The Fire Department administration and the City Attorney's office are in possession of information that Chief Officers participated in a cover up designed to hamper and obstruct an investigation into the cover up of a reported party that was taking place at a fire station where alcohol was being consumed and marijuana was being smoked. It is my understanding that Chief Officers were ready to begin their investigation when Chief Trevino and Chief Balzarini ordered them to stop and took over the investigation themselves, only to allow the investigation to slowly be forgotten. This administration has a duty to open up that investigation and let the facts take them wherever it leads. ACCOUNTABLILITY has been a word used too often in this young administration with very little practice. This administration has to STOP ignoring problems that originated in the previous administration as an excuse to look the other way. You have inherited these problems whether you like it or not.

Agenda item 4(C).
Recently the Firefighters Union Local 798 published two articles in their Main Line Newspaper. President John Hanley and Union Treasurer Tom O'Connor's call for action against all whistleblowers is an effort to silence future attempts by firefighters to come forward with information of wrongdoing within the San Francisco Fire Department. The stories that appeared in the Main Line targeted individuals through veiled threats in a blatant effort to incite others to commit violence and create peer pressure with known whistleblowers and firefighters who have been labeled as "SNITCHES". Chief Joanne Hayes-White is giving President John Hanley license to harass and intimidate firefighters who choose to report inappropriate behavior.

Chief Joanne Hayes-White has refused to order the removal of all the UNION PUBLICATIONS of the MAINLINE newspaper from all fire department property. This would have sent a strong message that "HATE SPEAK" and targeting of co-workers for retribution by calling whistleblowers "SNITCHES" will not be tolerated.

Agenda item 5
Chief JHW also needs to go on record that she welcomes and encourages members of the Fire Department to come forward with information of wrongdoing without fear of retaliation. So far her efforts in this regard are laughable given the numerous incidents of retaliation at the hands of Union President John Hanley and his Executive Board GOONS. Chief JHW needs to send the UNION 798 a letter to that effect and insist that her letter be prominently printed in the next issue of the Mainline Newspaper. Chief JHW also needs to issue a General Order with the same message!

John Darmanin

American Heart Association®
Fighting Heart Disease and Stroke

Western States Affiliate
120 Montgomery St.,Suite. 1650
San Francisco, California 94104-4319
Tel 415 433 2273
Fax 415 228 8402
http://www.heartsource.org

2003-2204
San Francisco
Operation Heartbeat
Committee

Megan Corry, EMT-P, MA
Paramedic Instructor
City College of San Francisco
State EMS Commissioner

John F. Brown, MD, FACEP
Medical Director
mergency Medical Services Agency

Theresa Farina
Executive Director
San Francisco Paramedic Association

Joann Hicks
Technical Project Manager
Emergency Communications
Department

Mike Jacobs, EMT-P
Director of Education
an Francisco Paramedic Association

Bill Jovic
Fire and Safety Manager
Moscone Center

Kathy Lenihan, RN, MS
University of California Medical
Center, San Francisco

acqueline A. Nemer, MD, FACEP
Assistant Clinical Professor of
Medicine
iversity of California Medical Center,
San Francisco

Anna Reisman, EMT-P
American Medical Response

Captain Sebastian Wong EMT-P
EMS Division
San Francisco Fire Department

Karen Robertson Strain
Director, Operation Heartbeat

March 23, 2004

Chief Joanne Hayes-White
San Francisco Fire Department
698 – 2nd Street
San Francisco, CA 94107

Dear Chief Hayes White:

My name is Karen Robertson Strain and I am the Director of Operation Heartbeat San Francisco for the American Heart Association. Operation Heartbeat is a program, which for the past four years has successfully worked with volunteers from the San Francisco Unified School district, private business sectors and Emergency Medical Services to improve the Chain of Survival in San Francisco. As you are aware, the chain of survival is the sequence of events that must happen to improve the chances of survival when one suffers from a cardiac arrest - 1) call 9-1-1, 2) early CPR, 3) early defibrillation, and 4) early advanced care.

Highlights over the past four years include AED forums, which have resulted in AED placement in numerous businesses and public places. Through the help of volunteers from the San Francisco Paramedic Association, CPR in the Schools has been implemented into the curriculum of the Physical Education Department of over 40 middle, high schools and private schools in San Francisco.

Free CPR trainings to the public at the Pac Bell Park, numerous church sites and public events, which have resulted in thousands of people trained at no cost in CPR. National Data from the American Heart Association has shown that cities around the country that have participated with this outreach program have shown some significant improvement with out of hospital arrests.

I would like to acknowledge the following people from the San Francisco Fired Department who have volunteered hours of their time with this program, from teaching CPR, speaking at public forums to promote AED awareness, participating in fundraising for the program, to producing a public service video on CPR and AED awareness.

Operation Heartbeat
"Strengthening the Chain of Survival"

American Heart Association®
Fighting Heart Disease and Stroke

Western States Affiliate
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ke Jacobs, EMT-P
rector of Education
isco Paramedic Association

Bill Jovic
and Safety Manager
Moscone Center

y Lenihan, RN, MS
ity of California Medical
nter, San Francisco

e A. Nemer, MD, FACEP
nt Clinical Professor of
Medicine
f California Medical Center,
San Francisco

a Reisman, EMT-P
an Medical Response

Sebastian Wong EMT-P
EMS Division
ncisco Fire Department

n Robertson Strain
, Operation Heartbeat

Captain Sebastian Wong
Captain Jim Fazackerley
Captain Jim Strain
Dr. S. Marshal Isaacs

Much of the success of Operation Heartbeat was due to the help of these dedicated Healthcare Professionals. I thank them for their time and enthusiasm with this project.

In July, my position at the American Heart Association will transition into Director of Advocacy Bay Area. I look forward to continuing collaboration with the San Francisco Fire Department on improving cardiac arrest outcome for the citizens of San Francisco.

Respectfully,

Karen Robertson Strain
Program Director
Operation Heartbeat

CC: San Francisco Fire Commission
Captain Sebastian Wong
Chief of EMS Operations Jim Fazackerley
Captain Jim Strain
Dr. S. Marshal Isaacs

City and County of San Francisco

Department of Public Health
Laguna Honda Hospital &
Rehabilitation Center
Office of the Executive Administrator

March 29, 2004

Chief Joanne Hayes-White
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Hayes-White:

I wish to thank and commend you and the entire Department for the timely and effective response to the fire at Laguna Honda Hospital the evening of March 3, 2004. Your staff responded quickly and professionally to direct the evacuation of residents of Laguna Honda in areas affected by the fire, and to control and extinguish the fire. Thanks to the excellent work of your Department, supplemented by the alert work of hospital staff, there were no major injuries.

I also wish to thank your staff for meeting with Hospital representatives several days after the fire to critique the incident and identify opportunities for performance improvement. As a result, the Hospital will be enhancing its Disaster Preparedness Plans in consultation with your staff.

I truly appreciate the response by your Department and the professional collaboration between the Fire Department and Laguna Honda to further improve services for those we serve and the San Francisco community. Thank you again.

Very truly yours,

Lawrence J. Funk

Lawrence J. Funk
Executive Administrator

LJF:jf

cc: Secretary, Fire Commission

(415) 759-2363 375 Laguna Honda Blvd. San Francisco, CA 94116 - 1499

March 19, 2004

Chief Joanne Hayes-White
San Francisco Fire Department

Dear Joanne,

We would like to thank and commend the group of firemen that responded to my daughters 911 call for help Wednesday Feb. 25, 2004.

My youngest daughter Alicia was home alone, ill from Mercy High School. She was sleeping until my sister called about 8:30 am to check on her. My sister had noticed the high volume of water flowing down her street in Daly City and wanted to know if Alicia was okay. Alicia noted the water level in the yard was already two inches deep and rising. My sister said she would be right over, but had difficulty driving from Daly City to our home. Alicia called my oldest daughter Suzanne and learned that she was already on her way home from City College, abandoning her class because she too was aware of the threat of high water levels.

Within the five minutes it took Suzanne to arrive home there was 3 feet of water in the entire lower level of our home. The water rose to a level past the fifth step in the downstairs room. Suzanne called 911 because of the huge amount of water in the house and street, and because the dryer was buzzing constantly causing her to fear possible electrocution. The force of the water caused the garage door to crash in, making it unable to open to turn off the circuit breakers. Suzanne also called her father at work and told him to come home immediately. Alicia went to find neighbors to help bail water. There was two feet of water above the sewer level and the water was not draining so bailing was not a possibility.

The call was responded to within minutes by a very competent fire crew. My children did not note the truck number. The fire crews Engine 21, Truck 17, and Utility 1 arrived soon after, and insisted that my children not go downstairs. Their presence, control, competency, and caring helped to alleviate my children's panic and anxiety.

The first crew cleaned the sewer drains to confirm that the sewers were full, overloaded, and backed-up; therefore unable to drain the two feet of water in the street. Once the rain subsided and the street waters had receded they began pumping the water from our home. They used over four pumps, two hydraulic and two basement pumps. It took two hours before the water level in our home began to recede. It was very impressive to us that they stayed to help until the water was removed from the house, eliminating the possibility of electrocution. They executed the entire operation with professionalism and concern, putting our family at ease knowing that they were in competent hands. We were fortunate to have such caring, and dedicated firefighters respond to our call for help.

We would like to thank the Department for responding so wonderfully to us in our time of need. We hope that these noble firefighters receive recognition and commendation for their marvelous work and dedication.

Thank you again,

The Short Family
Bob, Mary Anne, Suzanne, Cindy and Alicia
205 Cotter St.
San Francisco, Ca 94112

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Paul Conroy, *Commissioner*
Clem Clarke, *Commissioner*
Rosemarie Ferández-Pifer, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-10

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – April 22, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item No.

1. ON ROLL CALL, the following were noted present:

DOCUMENTS DEPT.

MAY 10 2004

SAN FRANCISCO
PUBLIC LIBRARY

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Paul A. Conroy
Commissioner Clem Clarke
Commissioner Rosemarie Fernandez-Pifer

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations
Gary P. Massetani	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	- Division of Airports
Lorrie A. Kalos	- Division of Support Services
Thomas A. Siragusa	- Division of Training
Glenn E. Ortiz-Schuldt	- Division of Emergency Medical Services

Chief Officers – Firefighting Services:

Alfred P. Quartaroli	- Division 2 (Acting)
Arthur W. Kenney	- Division 3

2. APPROVAL OF THE MINUTES

Regular Meeting of April 8, 2004.

Commissioner Roeca moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

Public Comment

John Darmanin objected that his comments did not appear under Public Comment under the items where he had provided it, but were only included as written comment that he had submitted and which was attached to the Minutes. Mr. Darmanin believed that it should appear in both places

3. CONSENT CALENDAR

All matters listed hereunder (Items A through G) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

Public Comment
John Darmanin requested that all items be removed from the Consent Calendar in order that he could provide public comment for each one.

A. Monthly Reports

Division of Fire Prevention & Investigation

Submitting monthly reports from Division of Fire Prevention & Investigation concerning activities performed during January and February 2004.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, March 13 through March 26, 2004.

Public Comment
John Darmanin wished to know if the Bureau of Fire Prevention and Investigation included reports of unusual incidents since he had reported one and wished to know if the Fire Commission had been apprised of it.

Commissioner Roeca moved and Commissioner Conroy seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Appointments

Reporting the following PERMANENT EXEMPT appointment effective *FEBRUARY 7, 2004*:

0150 Deputy Chief, Operations

Federico J. Sanchez (vice: Bernie Lee, retired)

Reporting the following PERMANENT EXEMPT appointment effective *FEBRUARY 7, 2004*:

0150 Deputy Chief, Administration

Gary P. Massetani (vice: Joseph Asaro, retired)

Reporting the following PERMANENT EXEMPT appointments effective *MARCH 2, 2004*:

H51 Assistant Deputy Chief II

Paul H. Chin (vice: Gary Massetani, apptd. 0150 Deputy Chief)
Thomas A. Siragusa (vice: Joanne Hayes-White, apptd. 0140 Chief of Dept.)

Reporting the following PERMANENT appointments:

H3 Firefighter/Paramedic

Name	*Effective Date*
Patricia S. Flood	December 28, 2003
Natalie O. Levchenko	January 12, 2004
Paul K. Shimazaki	January 14, 2004
Justin H. Schorr	January 28, 2004

Wesley J. Lemberg	February 1, 2004
Jason J. Reichard	February 4, 2004
Douglas Spikes	February 6, 2004
Richard M. Nolan	February 7, 2004
Roderick A. Stewart	February 8, 2004
Michael G. Estrada	February 13, 2004
Kevin T. Nielsen	February 13, 2004
Marc T. Kasper	February 14, 2004
Matthew G. Lane	February 25, 2004
Megan C. Franzen	March 6, 2004
Timothy J. Halleran	March 12, 2004
Antenor S. Molloy	March 18, 2004

Reporting the following PERMANENT appointments:

H2 Firefighter

Name	*Effective Date*
Jack K. Taylor	March 11, 2004
Christopher C. Dugan	March 12, 2004
Jennifer R. Hunt	March 12, 2004
John R. Silva	March 12, 2004
Andrew E. Gleason	March 14, 2004
Richard A. Holback	March 17, 2004
Valerie A. Stephenson-Boyd	March 18, 2004
Victor C. Gonzales	March 19, 2004
Danielle C. Sorrenti	March 19, 2004
Kailin M. Waterman	March 21, 2004

Public Comment

John Darmanin wished clarification on how many Deputy Chiefs the Department carried and paid as Deputy Chiefs prior to the retirement of Deputy Chiefs Lee and Balzarini since the Charter allows for only two Deputy Chiefs, that is, Deputy Chief of Operations and Deputy Chief of Administration.

Commissioner Conroy moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

C. Military Leaves

Submitting for approval applications from two members for Military Leaves of Absence, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Cuffe, Frank Major (With pay)	H2 FF	04-12-04 thru 05-03-04	22	US Army Res. Fort Bragg, NC	Attend Active Duty Training
Lucha, Roberto Staff Sgt. (Without pay)	H2 FF	04-03-04 thru 04-04-04	2	CA Army Nat'l Gd. SF Armory, CA	Attend Inactive Duty Training

Public Comment
John Darmanin wished to know if military leave pay had been extended to firefighters who had been called up to serve in Iraq and if their benefits had also been extended.

Commissioner Fernandez-Pifer moved and Commissioner Roeca seconded. There were no further questions or discussion and Item 3.C. was unanimously approved.

D. Suspension

Reporting the following suspension:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H2 Firefighter	Truck 7	2	02-17-04 thru 02-18-04	Sec. 3926 (Tardiness & Failure to Report)

Public Comment
John Darmanin wished clarification on the issue of listing names for disciplinary matters. He believed it to be inconsistent with names listed at times and at times only the rank of the member.

Commissioner Roeca moved and Commissioner Conroy seconded. There were no further questions or discussion and Item 3.D. was unanimously approved.

E. Leave of Absence

Submitting request for leave of absence with pay for Battalion Chief Alfred Quartaroli, Captain David Franklin, and Captain Patrick Gardner, for eight days, April 12 through April 19, 2004, in order to participate in the Weapons of Mass Destruction Exercise with the California Army National Guard. The *WMD Validation Exercise* will be given by the 95th Civil Support Team (WMD) in Charleston, West Virginia. Transportation, per diem, overtime and associated backfill staffing costs are to be funded by the California Army National Guard and the State Homeland Security, with each covering half the team. Both Battalion Chief Quartaroli and Captain Gardner shall have two 24-hour shifts backfilled. Captain Franklin will not be replaced.

Public Comment
John Darmanin suggested that when *Leaves of Absence* are granted the Department should state the cost associated with backfilling the position by providing the dollar value.

Commissioner Conroy moved and Commissioner Fernandez-Pifer seconded. There were no further questions or discussion and Item 3.E. was unanimously approved.

F. Leaves of Absence with Pay

Submitting requests for leaves of absence with pay for the time period from September 2003 through June 2004 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
21	H2 Firefighter	612
1	H3 Firefighter/Paramedic	12
	Total number of Days with Pay	624

Submitting requests for intermittent leaves with pay for the time period from January 2004 through April 2005 for the following:

1	H2 Firefighter	Jan. 10, 2004 – Jan. 10, 2005
1	H2 Firefighter	Apr. 11, 2004 – Apr. 11, 2005
1	H2 Firefighter	Apr. 18, 2004 – Mar. 08, 2005

Commissioner Fernandez-Pifer moved and Commissioner Conroy seconded. There were no questions or discussion and Item 3.F. was unanimously approved.

G. Communications Received by Commission

The following communications have been received by the Commission from April 1, 2004 through April 15, 2004:

1. From Jim Corrigan, informing the Commission that he timed and video taped the route taken by Engine 20 to respond to a fire at 35 Skyview and that it took him 2 minutes at 20 mph. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

2. From Bonnie Eaton, praising the Chief's recommendation against termination in cases of substance abuse and explaining that substance abuse education is the best harm reduction technique, having worked with substance abusers over 15 years. Copy: each Commissioner and Chief of Department.

3. From Jim Corrigan, providing Controller's Office payroll records and citing misfeacance on the part of the Fire Department for allowing eight uniformed members of the Assignment Office to have earned excessive overtime. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

4. From John Darmanin, immediate disclosure request for various type of correspondence to and from the Commission, including a copy of the Controller's Preliminary Audit Report. Copy: each Commissioner, City Attorney and Chief of Department.

5. From John Darmanin, regarding a Sunshine Ordinance violation due to the inadequate sound system installed in the Commission meeting room, which makes the meetings difficult to hear and, thereby, inaccessible. Copy: each Commissioner, Chief of Department, City Attorney, Deputy Chief, Administration, Assistant Deputy Chief, Support Services, and Chief Fiscal Officer.

Public Comment
John Darmanin stated that he had always received timely and pertinent responses from the Fire Commission whenever he has asked for disclosure and Sunshine information. He noted that his Sunshine request for a better sound system has already been partially implemented.

Commissioner Clarke moved and Commissioner Roeca seconded. There were no further questions or discussion and Item 3.G. on the Consent Calendar was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

President Nakajo wished to take an item out sequence on the Agenda. He moved Item G – Retirements to the front of the Regular Calendar.

G. Retirement Certificates

Reported Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
Captain Henry H. Jebe	Service	31	Jan. 23, 2004
Lieutenant Danny Foley	Service	29	Jan. 06, 2004
Lieutenant Richard J. Ford	Service	30	Jan. 02, 2004

Chief Hayes-White congratulated the retired members and presented the Retirement Certificates. She recalled highlights from each retiree's career, including the stations they started in, their assignments over the years, their special contributions and the house they retired from.

Prior to proceeding, President Nakajo wished to officially welcome two new Commissioners – Clem Clarke and former President of the Fire Commission Rosemarie Fernández-Pifer.

A. Letters of Commendation

Submitted two letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Joanne Hayes-White, Chief of Department, informed the Commission that back in February she had selected Battalion Chief Kevin Taylor to serve as Assistant Deputy Chief at the Airport; he has requested a reassignment back to the field and will be returning to Battalion 6. Chief Hayes-White announced that she has selected Patrick Casserly for the Airport assignment – a 23 year veteran of the Department who had been assigned to Battalion 7. She welcomed Assistant Deputy Chief Casserly to the command staff.

Chief Hayes-White wished to review a number of issues for the Commission. She addressed the following items: (1) The Mayor has asked all departments to submit a budget reduction of 5.5%, or approximately $7.3 million for the Fire Department. The Department is working diligently to make the least painful reductions, and will comply with Mayor's request to all departments for these reductions. (2) The Controller's Audit is being finalized and the Controller's Office flew in fire chiefs from Baltimore, Boston, Seattle and the fire chief from Oakland came to participate in all-day session. It seems that other cities are experiencing very similar situations as is San Francisco. It was a very productive exchange with all sides gaining from the experience. (3) The Finance and Audit Committee released the $1.4 million in Division of Training funds that were held in reserve until the Budget Analyst's recommendations had been addressed, namely, the consolidation of all in-service training at Treasure Island, the move out of the Presidio yielding an annual savings of $300,000 and the appointment of Chief Siragusa, trained both in Suppression and EMS. (4) The Department is working with the Mayor's Office on a new program, *SFStat*, a performance management process and technology initiative that was first used in Baltimore. It has become a proven system of management and accountability that reduces waste and improves efficiencies in government services. It is a lot of work on the front end but it is a beneficial tool for the Department and the Department will be well prepared for the upcoming monthly presentations to the Mayor and his staff. (5) Chief Hayes-White noted that there was a noticeable increase working fires and greater alarms, including an unusually high number of fire fatalities – four. She described the fires on 29th Avenue,

between Lake and California, and in the Hunter's Point area. (6) Chief Hayes-White announced that there will be a large-scale surf rescue drill on Friday, April 23rd, 3:30 PM at Crissy Field. It is a multi-agency response, including simulation of a scenario; the Department will participate in along with the National Park Service, U.S. Coast Guard, Presidio Fire Department, San Francisco Police Department, California Highway Patrol and the Blue and Gold Fleet.

Chief Hayes-White wished to recognize both Operations and Administration for their efforts and express her gratitude for the team effort, since it will be 100 days on April 26th from the time when she became Chief and everyone has been working hard.

Commissioner Conroy wished to know if there were any plans being made to administer the CPAT (Candidates Physical Aptitude Test). Chief Hayes-White responded that the CPAT will be held on May 22nd through May 26th and will be given to those individuals that had taken the test in August 2002. Since a year and a half had elapsed, the test will be administered to those remaining on the H2 eligible list. Adequate notice has been given and a mentor program has been established for anyone interested. Ten to Twelve members of the Department have volunteered to be mentors, under the direction of Firefighter Aisha Krieger, all without compensation. She has done an outstanding job and worked closely with the Director of Training to provide mentoring/coaching to anyone on that list.

Commissioner Nakajo stated that he was pleased about the release of the $1.4 million for the Division of Training and that it was quite an accomplishment. He noted that the Department is working in a cooperative manner and has achieved better communications with the members of the Audit and Finance Committee as well as other members of the Board.

Furthermore, Commissioner Nakajo related that in both of the greater alarms there were people he knew that perished. In the Hyde Street fire, the two Asian women fire victims had been participants at Kimochi's senior center in Japantown. The 29th Avenue fire claimed two members of the Japanese-American community – the wife and son of Dr. Tsumori, a highly respected pediatrician in the community. Commissioner Nakajo expressed his gratitude to Chief Hayes-White who responded to the fire, consoled Dr. Tsumori and later attended the funeral.

Public Comment

John Darmanin lauded Chief Hayes-White's choice of Assistant Deputy Chief Casserly to head the Airport Division and stated that Chief Kevin Taylor had also been a good choice. Mr. Darmanin urged the Division of Training in San Francisco to continue to coordinate training at the Airport since he believed there had been some fraudulent training records kept at the Airport.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Formal Complaint

Submitted formal complaint against Acting Captain Thomas Doudiet, dated April 14, 2004, for violation of the Rules and Regulations as follows:

Section 1102 – Captains – Accountability
Section 1103 – Captains – Responsibilities
Section 2801 – Officers – Thorough Knowledge
Section 2802 – Officers – Discipline

Section 2805 – Officers – Leadership
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3923 – Disobedience
Section 3905 – Unfamiliarity with Rules
G.O. 02 A-37 – EEO Policy and Complaint Procedure

President Nakajo directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Acting Captain Thomas Doudiet of the trial date as soon as one is set.

D. Formal Complaint

Submitted formal complaint against Firefighter Robert Palu, dated April 14, 2004, for violation of the Rules and Regulations as follows:

Section 3915 – Proper Behavior
Section 3919 – Unacceptable Language
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3923 – Disobedience
Section 3905 – Unfamiliarity with Rules
Section 2801 – Officers – Thorough Knowledge
Section 2805 – Officers – Leadership
G.O. 02 A-37 – EEO Policy and Complaint Procedure

President Nakajo directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Robert Palu of the trial date as soon as one is set.

E. Formal Complaint

Submitted formal complaint against Firefighter Clyde Watarai, dated April 14, 2004, for violation of the Rules and Regulations as follows:

Section 3915 – Proper Behavior
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3923 – Disobedience
Section 3905 – Unfamiliarity with Rules
G.O. 02 A-37 – EEO Policy and Complaint Procedure

President Nakajo directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Clyde Watarai of the trial date as soon as one is set.

Public Comment
John Darmanin reiterated his objection to having the names of members, who are involved in a disciplinary process, posted in the agenda and minutes since they are public documents which are widely distributed and posted on the website.

F. Election of Officers of the Fire Commission

Nomination and election for the office of President and Vice President of the Commission.

Commissioner Fernandez-Pifer nominated Paul Conroy for President and Commissioner Roeca seconded. There were no questions or discussion and Commissioner Conroy has been elected President of the Commission

Public Comment
John Darmanin congratulated Commissioner Conroy on his election as President of the Commission. He welcomed Commissioner Clarke and Commissioner Fernández-Pifer to the Commission.

Commissioner Fernandez-Pifer nominated Stephen Nakajo for Vice President and Commissioner Clarke seconded. There were no questions or discussion and Commissioner Nakajo has been elected Vice President.

H. Special Presentation – Special Operations and Status Update on Grant Projects

Robert Navarro, Section Chief, provided an update on the Homeland Security Grants. He stated that it was part of a Presidential directive that requested that areas such as the San Francisco Urban Area (SFUA) develop a plan to serve as a comprehensive strategy for preventing, mitigating, preparing for, responding to and recovering from acts of terrorism. In addition to the above, this plan seeks to establish a governance structure that will effectively manage both the implementation of the strategy and sustain ongoing efforts to improve SFUA homeland security capabilities.

Chief Navarro provided background information on the selection of the ten urban core cities in California through the Urban Security Initiative. San Francisco created and submitted 21 strategies, five of which were selected, the most important being *governance* which will serve as the foundation for most of the Department's efforts. San Francisco will be receiving $26 million in grant funds, with a possible increase of up to $60 million. The new grants include funding for planning, as had been requested by the Department, funding for personnel to continue planning, and funding for personnel to do training and conduct exercises, which had not been allowed in state homeland security grants before.

Chief Navarro continued to explain further aspects of the anticipated training, especially in areas that the Department has not experienced, such as Urban Search and Rescue and NIMS (National Incident Management System) that has a greater emphasis on mass casualties and targets that terrorists focus on, namely, women, children and the elderly.

In conclusion, Chief Navarro was happy to report that the Homeland Security grants are now providing funding for NERT (Neighborhood Emergency Response Teams) or, as it is better known across the nation, CERT (Civilian Emergency Response Teams). Furthermore, even though San Francisco is the lead core city the funding is for an urban area response and, therefore, planning must commence with regional meetings that include Marin County, Alameda County, San Mateo County, San Mateo County for funding for 2003, and include Oakland and San Jose for 2004.

> *Note: A copy of Chief Navarro's presentation is attached. The minutes of the April 22, 2004 Regular Meeting, including Chief Navarro's presentation, can be accessed on the new Fire Commission website at sfgov.org/firecommission*

Public Comment
John Darmanin lauded Chief Navarro on the quality of his presentation and on his knowledge of the material. He suggested that a member should be placed at the Airport who has expertise in this area and could be used as a resource.

5. PUBLIC COMMENT

Frank Kelly, Secretary, San Francisco Firefighters Local 798, speaking on behalf of Local 798's Executive Board and all the members, welcomed Commissioner Fernández-Pifer and Commissioner Clarke. He thanked Chief Hayes-White for helping with the procession at the burial of Officer Isaac Espinoza.

John Darmanin voiced his disappointment at the termination of Firefighter Mark Brown without a hearing. Firefighter Brown was still on probationary status because his service was interrupted due to service in Iraq. Mr. Darmanin considered the termination unfair and believed that Firefighter Brown should have received special consideration and due process.

Richard Stacks wondered if the Commission and the Department were aware of the door hangers that the Firefighters/Paramedic Association is distributing, which advocate for a paramedic on every engine and request that citizens write to the Board, Mayor and Commission demanding this.

Mr. Stacks had further questions regarding the Controller's Audit to which President Conroy responded that this part of the meeting is for Public Comment and questions addressed to the Commission can not be answered but can be put in writing and addressed to either the Department or to the Commission.

Kevin Smith, President, San Francisco Black Firefighters Association, welcomed Commissioner Fernández-Pifer and Commissioner Clarke to the Commission and congratulated them on their selection. He echoed Mr. Darmanin's sentiments regarding Firefighter Brown's termination. Mr. Smith did not believe that a case-by-case approach to disciplinary problems is the best method for resolving these cases. He would like to see the Department develop specific guidelines that could be applied to all cases.

Commissioner Clarke stated that she is looking forward to working with the Department, specifically the Chief as well as the command staff, and having the opportunity to hear from the various employee organizations. She welcomes the opportunity to serve with her fellow Commissioners.

Commissioner Conroy also welcomed Commissioner Clarke and Commissioner Fernández-Pifer and looked forward to working with them and sharing their experience. He thanked Commissioner Nakajo for his work and the steady direction he provided to the Commission.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:30 p.m. in honor of San Francisco Police Officer Isaac Espinoza.

Tania Bauer
Secretary

CITY OF CAMPBELL
Police Department

CAMPBELL
1952 The Orchard City 2002

April 5, 2004

Chief Joanne Hayes-White
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Hayes-White:

On Friday, April 2, 2004, while I was attending a wedding at the Ritz Carlton in San Francisco, the father of the bride became ill. I called for medical assistance from your department. Medic 13 along with several other fire personnel responded to my call for assistance. Their demeanor and concern for the patient was outstanding. In particular, Mike (badge #371) took the extra effort to make sure the family members were informed and looked after.

I want to thank you and the members of your Department for their assistance. If there is ever anything I can do for you, please do not hesitate to call.

Sincerely,

David L. Gullo
Chief of Police

dlg/ls

70 North First Street · Campbell, California 95008-1436 · TEL 408.866.2121 · FAX 408.379.7561 · TDD 408.866.2790

City and County of San Francisco
Emergency Communications Department
1011 Turk Street, San Francisco, CA 94102
(415) 558-3800 Fax (415) 558-3841

Gavin Newsom
Mayor

Daniel A. Sullivan
Acting Executive Director

April 6, 2004

RECEIVED
APR 14 2004
San Francisco
Fire Commission

Joanne Hayes-White
Chief of Department
698 Second Street
San Francisco, CA 94107

Dear Chief Hayes-White:

I would like to take this opportunity to express my appreciation for the excellent and professional service being provided by your Fire personnel at ECD. On March 4, 2004, a major injury accident occurred that required the assistance of the Fire Dispatch Team.

The facilitation of a multi-agency service was achieved due to the collaborative efforts of the civilian and Fire dispatchers. Both groups were quick and efficient in fielding the calls and coordinating the responses. They also transmitted high volumes of radio traffic requests, which kept the responding units apprised of the resources available.

The Fire personnel were:

1. Lieutenant Frank Agius
2. Rescue Captain Perry Saxton
3. Lieutenant Larry Sinigiani
4. Firefighter Holly Wipfler
5. Firefighter Jimmy Yan
6. Firefighter Jason Harrell

I commend them for their effort, commitment and diligence. They certainly worked well together with great coordination during this tragic incident.

Sincerely,

Daniel A. Sullivan
Acting Executive Director

cc: San Francisco Fire Commission

HOMELAND SECURITY GRANTS

Presented at the April 22, 2004 Regular Fire Commission Meeting

Presidential Decision Directive

- 1998 – PDD 62
  - Fight against Terrorism a top national priority
    - Counter Terrorism tools
    - Improve Airport & Airplane security
- 2002 – PDD 3
  - Homeland Security Advisory System
  - Consequence Management
- 2002 – PDD 7
  - Homeland protection of key resources and critical Infrastructure

AMERICAN
TERRORIST
TIMOTHY McVEIGH
OSAMA

Federal Government Initiative

- Create **M**etropolitan **M**edical **R**esponse **S**ystem
  - Capability Enhancement
    - **Fire/EMS, Police, Health, DPW**
- Grant Funding
  - **Equipment**
  - **Training**

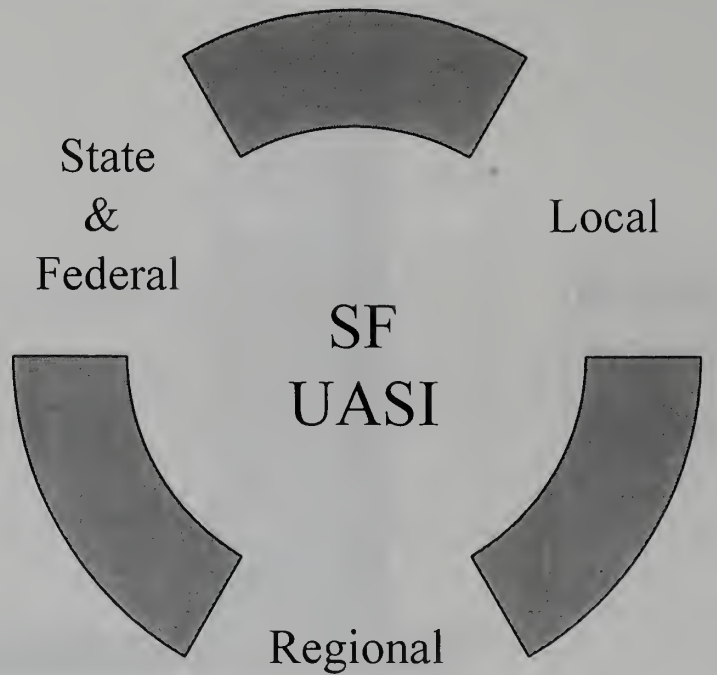
High Risk Targets of Opportunity for Terrorism

Urban Area Security Initiative

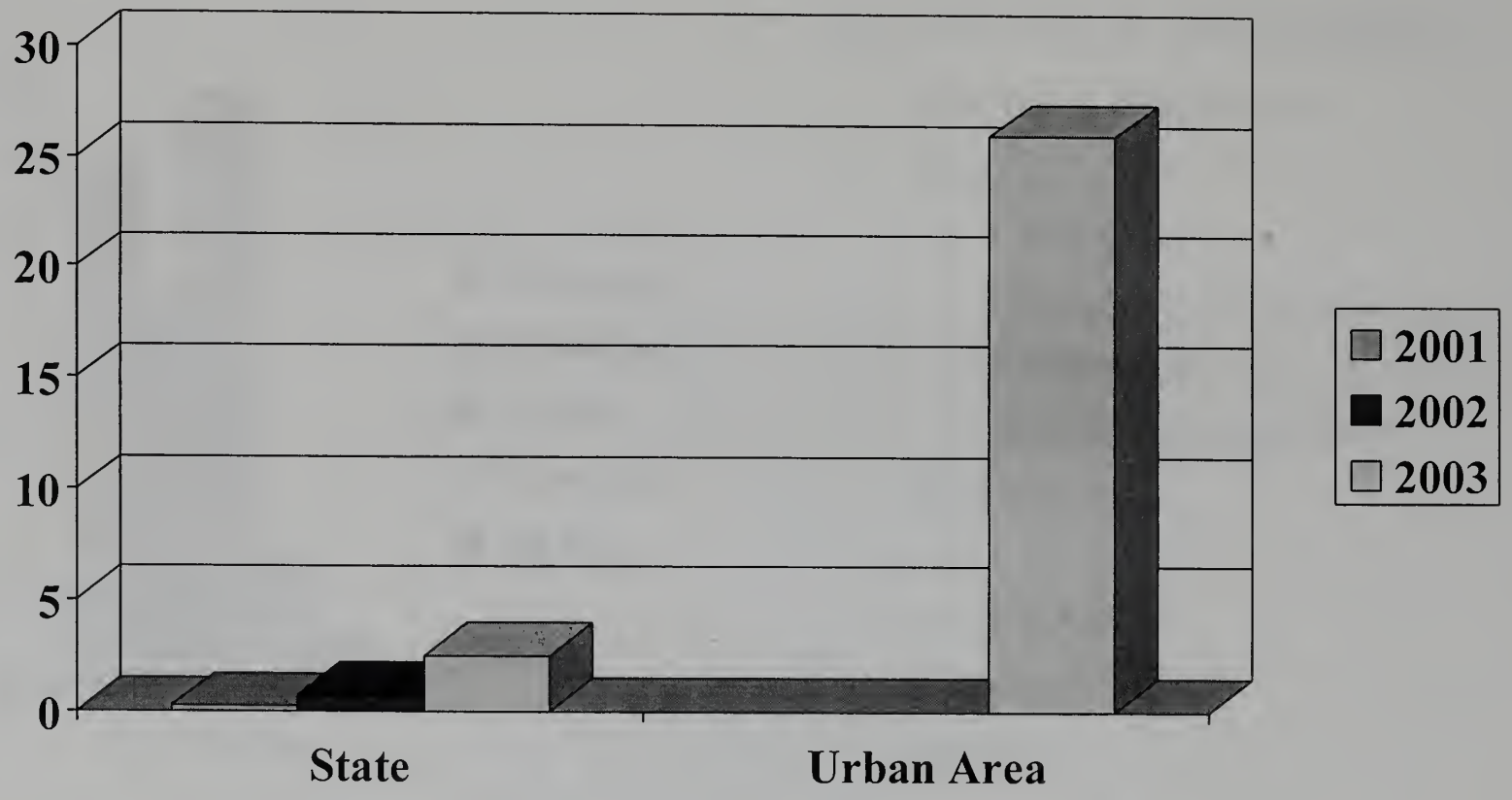
- **Top 5 of 21 Strategies**

1) Command Integration
2) CBRNE Exercises
3) Mass-Casualty Operations
4) Structural Collapse Response Teams
5) Governance

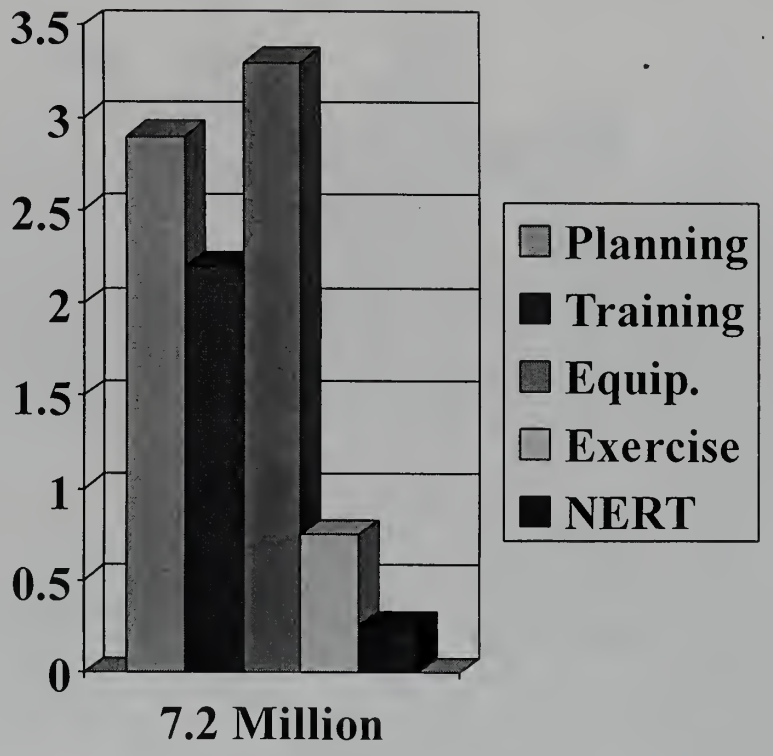
"The Foundation"



Homeland Security Grants
State vs. Urban Area



Urban Area Security Grant



- SFFD UASI '03 Funding
  - Planning Personnel
  - Training
    - CBRNE
    - Operations Response
    - Command
    - Incident Management
  - Equipment
    - CBRNE
    - USAR
  - Exercise
  - NERT

Urban Area Security Initiative

- **Test response plans**
- **Replace and add to CBRNE equipment**
- **Expand Training & Exercise programs**
  - **Including the NERT volunteers**
- **Create "Regional" responses**

- SEMS
- Standardize Emergency Management System

Incident Command Functions

M.C.I.

Mass-Casualty Incident

Immediate Structural Collapse

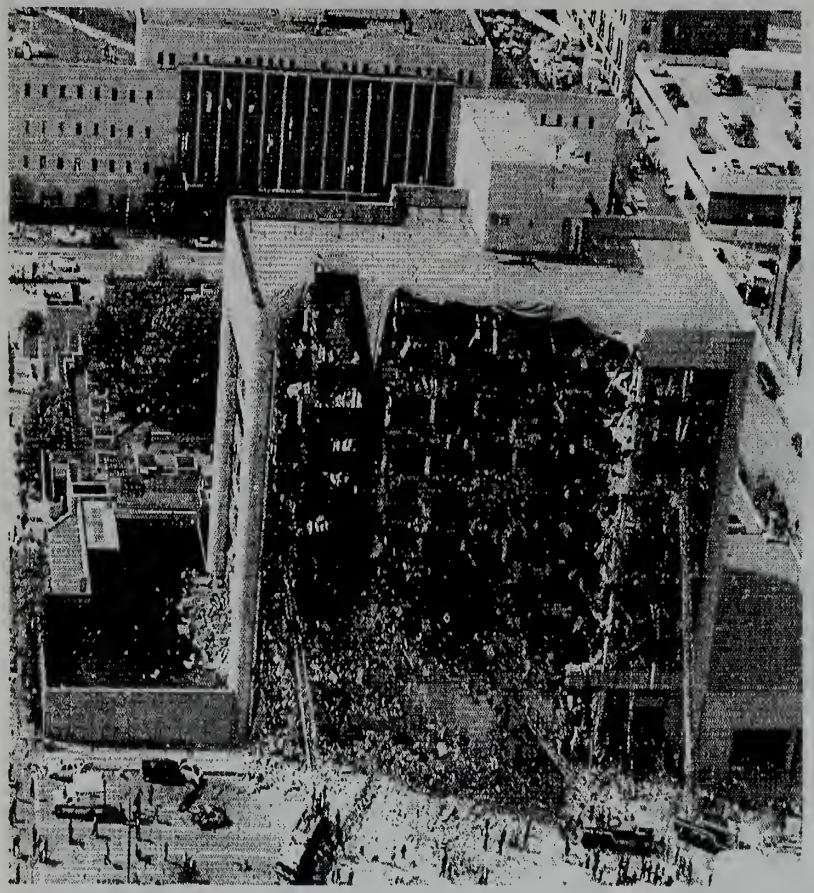


Figure 1-1 The scene of the Oklahoma City federal building bombing April 19, 1995.

- Multiple Departments
- Task Force Concept
- Creates State and Regional response asset

U rban
S earch
A nd
R escue

Mission Readiness

Coordinate and test Tactic, Techniques, and Procedures

- Bomb & Hazardous Materials
- Emergency Structural Collapse
- Bay-water Rescue Operations
- Metropolitan Medical Task Force
- CA National Guard 95th Civil Support Team (WMD)

BART Terrorist Response Drill – April 12-19, 2004

AIRBORNE
SFFD
RESCUE

US:1242
US:1241

Next Phase

- Implement the funding
- Create mechanisms for field operations
- Purchase equipment for CBRNE & USAR
- Establish special training and continue field exercises

Continue work on the UASI '04 Grant process

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing - Thursday, May 13, 2004 – 4:30 p.m.

698 Second Street, Room 102 ▪ San Francisco ▪ California ▪ 94107

Item
No

1. **On ROLL CALL,** the following were present

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Russell S. Roeca
Commissioner	Clem Clarke
Commissioner	Rosemarie Fernandez-Pifer
Chief of Department	Joanne M. Hayes-White

DOCUMENTS DEPT.

JUN - 7 2004

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Appearances
For the San Francisco Fire Department
Gina Roccanova, Deputy City Attorney

For Firefighter Charles Hallgren
James Bustamante, Counsel
Firefighter Charles Hallgren

Also Present
Molly Stump, Deputy City Attorney, Counsel to the Fire Commission
Tania Bauer, Commission Secretary
Gary Massetani, Deputy Chief, Administration

2. **PUBLIC COMMENT**

There was no public comment

3. **FORMAL HEARING ON A FORMAL COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST CHARLES HALLGREN, INCLUDING POSSIBLE COMMISSION DELIBERATIONS**

Formal hearing concerning the formal complaint filed by Joanne Hayes-White, Chief of Department, against Firefighter Charles Hallgren, dated May 6, 2004, for violation of the Rules and Regulations as follows:

Section 2825 – Temporary Officers
Section 3912 – Intoxicants/Drugs

A. Hearing

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

Firefighter Hallgren requested a closed session.

1. **Public Comment on all matters pertaining to Closed Session**

   There was no public comment on the closed session

2. **Vote on whether to hold a Closed Session**

   Commissioner Fernandez-Pifer moved for a closed session and Commissioner Roeca seconded. The motion was unanimously approved.

   The Commission went into closed session 4:45 PM.

B. Commission Deliberations

The Commission went into Deliberation at 5:10 PM

1. **Reconvene in Open Session**

   The Commission reconvened in open session at 6:00 PM

   a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

      Commissioner Roeca moved to report on action taken in closed session and Commissioner Clarke seconded. The motion was unanimously approved.

      Commissioner Conroy reported that the Commission has approved, by unanimous decision, an agreement offered by the Department and accepted by Firefighter Hallgren. The Commission voted to disclose portions of the agreement in open session and Firefighter Hallgren waived his rights to privacy and agreed to the reading of certain portions of the agreement, which follows.

      Firefighter Hallgren knowingly and voluntarily pleaded guilty to the charge of violation of Section 2825 – Temporary Officers and Section 3912 of the Rules and Regulations. Firefighter Hallgren fully accepts the consequences of his acts.

      The Commission hereby terminates Firefighter Hallgren from his employment as a San Francisco Firefighter. The Commission agrees to hold the termination in abeyance for three years on the following conditions, each of which is an essential and material term of the agreement:

         The Commission imposes a 60-day suspension and fines 30 day's pay, calculated to the rounded figure of $6,000, for the purpose of this settlement.

         Firefighter Hallgren has successfully completed a 28-day residential chemical-dependency treatment program. The Commission will give Hallgren credit for the time he is in the program using his personal leave time, resulting in a reduction of his suspension by 30 days, with proof of completion. Firefighter Hallgren shall pay his fine within 30 days of the date that the agreement is approved by the Commission by presenting payment to the Chief's office. Firefighter Hallgren may make alternative arrangements for payment agreeable to the Department, but in no case may the Department agree to extend the date of payment beyond one year.

         Firefighter Hallgren shall serve a 30-day suspension without pay, effective April 9, 2004.

Firefighter Hallgren agrees that he will attend 52 weekly individual or group therapy chemical-dependency counseling sessions at a San Francisco Fire Department-approved chemical-dependency counseling sessions at a San Francisco Fire Department-approved chemical dependency program. Hallgren shall complete the 52 counseling sessions within 60 weeks of the date the Commission approves this agreement.

Firefighter Hallgren shall personally provide to the Deputy Chief of Operations quarterly progress reports approving his attendance, participation, and compliance with the terms of the program. The quarterly reports are due on August 16, 2004, November 15, 2004, February 14, 2005, and May 13, 2005. In addition, Firefighter Hallgren will report to the Department physician on a quarterly basis to discuss his progress in the chemical-dependency program.

Firefighter Hallgren waives all privacy and confidentiality rights to permit the San Francisco Fire Department and its representatives with full access to information and reports regarding his attendance at said program, his counseling sessions, and information as to whether he has complied with the terms of the program. Firefighter Hallgren is to execute the attached release reflecting this waiver and to execute a new waiver, should he change programs.

Firefighter Hallgren is to remain free of any controlled substance not approved by the Department physician and shall remain alcohol-free for a period of three years. Firefighter Hallgren shall report any prescription immediately to the Department physician. Furthermore, Hallgren specifically agrees that he will not use or possess marijuana, even if prescribed by a physician.

Firefighter Hallgren shall submit to drug and alcohol tests administered by the San Francisco Fire Department or its designated agent, including but not limited to a third-party agency. The Department shall conduct random testing for a period of three years from the date the Commission approves this agreement.

Firefighter Hallgren agrees that the San Francisco Fire Department, at its sole discretion, may use urinalysis to test for both alcohol and drugs. Firefighter Hallgren agrees he will not challenge the validity of urinalysis as an appropriate and effective testing method.

Firefighter Hallgren agrees that the San Francisco Fire Department need not show reasonable suspicion prior to testing and that any detectable level of controlled substances or alcohol constitutes a violation of this agreement. If a third-party takes the sample or analyzes the test, the third-party shall use the protocols established by the third-party. Hallgren is entitled to a copy of that protocol, upon request.

Hallgren agrees that if the San Francisco Fire Department obtains evidence through the testing process of any controlled substance or alcohol in his system, or Hallgren refuses random testing, or refuses to cooperate with the random testing, the Chief shall suspend Hallgren without pay pending a hearing before the Commission. Hallgren shall be entitled to only a limited hearing before the Commission, which will address only evidence of detectable controlled substances or alcohol. Hallgren agrees that all of the following are presumed valid and established: compliance with collection protocol, chain of custody, and validity of test results. Hallgren agrees that he shall bear the burden of proof to

rebut the presumption of validity.

Firefighter Hallgren agrees that, if he is convicted in a criminal court of possession of an illicit substance during the term of this agreement, said conviction shall also presumptively establish a violation of the agreement.

Firefighter Hallgren agrees that he shall not serve in an acting officer or incident support specialist position for a period of one year following the date that the Commission approves this agreement.

Firefighter Hallgren agrees that he will be temporarily assigned to another fire station for a period not to exceed one year following the date that the Commission approves this agreement. The selection of the fire station will be at the discretion of the Chief of the Department.

Firefighter Hallgren agrees that he will not drive or tiller a Department vehicle or apparatus for a period of one year following the date the Commission approves this agreement.

During the three-year-period whereas the termination is held in abeyance the following will apply:

> If the San Francisco Fire Department charges Firefighter Hallgren with a violation of any other San Francisco Fire Department rule and regulation, Hallgren is entitled to a trial in accordance with the San Francisco Fire Department Rules and Regulations for trials and hearings before the Commission. If the Commission finds Firefighter Hallgren guilty of another violation, the Commission may revoke this agreement and terminate Hallgren's employment with the Fire Department.
>
> Firefighter Hallgren agrees that, if the Commission terminates his employment, he waives any and all rights to appeal his termination or to file a writ or administrative appeal of any kind. Hallgren agrees that if the Commission finds that Hallgren fails to comply with any of the terms set forth above, the Commission shall revoke this agreement and terminate Hallgren's employment without further process. Hallgren agrees that he waives his right to any other due process and to any appeal or writ concerning his termination.
>
> If Firefighter Hallgren complies with all the terms and conditions set forth in this agreement, he will face no further discipline for the rules violations set forth herein. However, Firefighter Hallgren acknowledges that the Department and/or the Fire commission may take these violations into account when deciding on discipline for any infractions that occur after the three-year term of this agreement.
>
> The parties agree that this settlement agreement is a full and complete resolution of all charges that the San Francisco Fire Department could bring against Firefighter Hallgren as a result of his conduct on February 26, 2004, and any acts or omissions of Firefighter Hallgren relating to the San Francisco Fire Department's investigation of the aforementioned behavior. Hallgren agrees to waive any litigation or administrative rights whatsoever against the City and County of San Francisco, the San Francisco Fire

Commission, the San Francisco Fire Department, or against any employee of the City and County of San Francisco regarding the charges against him.

Firefighter Hallgren acknowledges that he has the right to consult with an attorney and/or Union representative concerning the waivers and promises contained in this agreement. Firefighter Hallgren acknowledges that he has had an opportunity to discuss this agreement and his rights and obligations with an attorney or Union representative prior to executing the agreement. Firefighter Hallgren acknowledges that he's consulted with his Union representative prior to entering into this agreement.

Firefighter Hallgren acknowledges that he voluntarily and freely entered into this negotiated agreement; and he understands each and every term set forth herein; and that he understands that the waiver set forth is a complete and total waiver of notice and all rights of appeal to his discipline under the terms of this agreement.

Firefighter Hallgren and the Union acknowledge that this agreement is a stand-alone agreement, meaning that the terms are unique to this case and are to be interpreted by the Fire Commission without reference to extraneous information not provided for herein. This last-chance agreement is not to be precedent-setting in any other grievance or litigation.

The Union agrees to the terms of this agreement and waives any and all rights to challenge the terms and conditions of this agreement. Specifically, the Union agrees that it shall make no challenge that urinalysis is not a valid testing method and shall make no challenge under the Meyers-Milias-Brown Act or similar statutes that this last-chance agreement and the terms contained herein are subject to a meet-and-confer requirement.

Commissioner Conroy stated that this was the decision of the Commission in approving the agreement.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Fernandez-Pifer moved not to disclose any discussions held during the closed session and Nakajo seconded. The motion was unanimously approved.

4. **ADJOURNMENT**

There being no further business before the Commission the Special Hearing was adjourned at 6:10 PM.

Tania Bauer
Commission Secretary

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Russell S. Roeca, *Commissioner*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-12

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – May 13, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.

MAY 25 2004

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1. **ON ROLL CALL,** the following were noted present:

   President Paul A. Conroy
   Vice President Stephen A. Nakajo
   Commissioner Russell S. Roeca
   Commissioner Clem Clarke
   Commissioner Rosemarie Fernandez-Pifer

   Joanne M. Hayes-White - Chief of Department
   Federico J. Sanchez - Deputy Chief, Operations
   Gary P. Massetani - Deputy Chief, Administration

   Assistant Deputy Chiefs – Staff:

   Patrick J. Casserly - Division of Airports
   Paul H. Chin - Division of Fire Prevention & Investigation
   Lorrie A. Kalos - Division of Support Services
   Thomas A. Siragusa - Division of Training

   Chief Officers – Staff:

   Marshal Isaacs, M.D. - Emergency Medical Services

   Chief Officers – Firefighting Services:

   Arthur W. Kenney - Division 3

2. **APPROVAL OF THE MINUTES**

   Regular Meeting of April 22, 2004, and Special Meeting of April 8, 2004.

   Public Comment
   John Darmanin complained that he had not received any response from the Commission regarding concerns that he had voiced at previous meetings.

   Commissioner Fernandez-Pifer moved and Commissioner Roeca seconded. There were no further questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through L) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

Public Comment
John Darmanin requested that all items be removed from the Consent Calendar in order that he could provide public comment on each one.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during April 2004.

Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, March 27 through April 9, 2004, and April 10 through April 23, 2004.

Public Comment
John Darmanin wished to have more information about the training issues he had previously raised regarding the Airport.

Commissioner Roeca moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Appointments

Reporting the following PERMANENT EXEMPT appointments effective *APRIL 14, 2004*:

0114 Board/Commission Member

Rosemarie Fernandez-Pifer (vice: Carlota del Portillo, separated)
Clementine Clark (vice: Pat Norman, separated)

Reporting the following PROBATIONARY appointment effective *APRIL 19, 2004:*

7388 Utility Plumber

Kermith T. Miller (vice: Daniel Godfrey, transferred)

Public Comment
John Darmanin wished clarification on an item he had previously raised regarding how many Deputy Chiefs the Department had, carried since the Charter allows for only two.

Commissioner Roeca moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Freeman, Stephen T.	H40 Battalion Chief	Service	Apr. 25, 2004
Gee, Edward N.	H40 Battalion Chief	Service	Apr. 18, 2004

Nolan, Michael J.	H40 Battalion Chief	Service	Apr. 14, 2004
Leidecker, Frederick E.	H30 Captain	Service	Apr. 06, 2004
Smith, Willard V.	H30 Captain	Service	Apr. 21, 2004
Juarez, James J.	H20 Lieutenant	Service	Apr. 14, 2004
Quinones, James M.	H20 Lieutenant	Service	Mar. 23, 2004
Weese, James E.	H20 Lieutenant	Service	Mar. 01, 2004
Burbank, II, John H.	H2 Firefighter	Ind. Dis.	Jun. 30, 2003
Salomon, George D.	H2 Firefighter	Service	Apr. 01, 2004
Vandis, Robert E.	H2 Firefighter	Service	Apr. 03, 2004

(Retirement Certificates will be presented at Fire Commission meeting of July 22, 2004)

Public Comment
John Darmanin suggested that an asterisk be placed next to a retiree's name indicating that it was an acting assignment and not a permanent rank.

Commissioner Fernandez-Pifer moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 3.C. was unanimously approved.

D. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Digre, Michael Corporal	H2 FF	04-16-04 thru 04-30-04	15	US Marine Corps Res. San Jose, CA	Attend Active Duty Training

Public Comment
John Darmanin wished clarification on whether Firefighter Mark Brown was fired for cause and had not received due process because he was still on probation, which had been interrupted by military service.

Commissioner Roeca moved and Commissioner Fernandez-Pifer seconded. There were no further questions or discussion and Item 3.D. was unanimously approved.

E. Separation

Reporting separation of the following 0114 Board/Commission Member, effective April 14, 2004:

Carlota del Portillo
Pat Norman

Public Comment
John Darmanin expressed his appreciation for the service of Commissioners Norman and del Portillo and noted that serving on the Commission was not an easy job.

Commissioner Fernandez-Pifer moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.E. was unanimously approved.

F. Separation

Reporting separation of Probationary H2 Firefighter Mark A. Brown, effective close of business April 20, 2004. (Released from appointment. Started work 07-09-01.)

Public Comment
John Darmanin elaborated on the *Uniformed Services Employment and Reemployment Act,* as it related to termination of Firefighter Mark Brown, and read portions of the Act.

Commissioner Roeca moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 3.F. was unanimously approved.

G. Suspension

Reporting the following suspension:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H2 Firefighter	Medic 13	2	01-16-04 thru 01-17-04	Sec. 3926 (Tardiness & Failure to Report)

Public Comment
John Darmanin wished clarification on the issue of listing names for disciplinary matters. He believed it to be inconsistent that names were listed at times and at other times only the rank of the member.

Commissioner Roeca moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.G. was unanimously approved.

H. Leave of Absence

Submitting request for leave of absence with pay for Captain Eugene Baraona, Engine 15, for six days, May 2 through May 7, 2004, in order to attend a Federal Emergency Management Agency, E910 Preparedness & Response Course, offered by the National Fire Academy, in Emmitsburg, Maryland. Captain Baraona's backfill, lodging, and meals will be paid for from the 2003 Homeland Security Funds Grant.

Public Comment
John Darmanin pointed out that paperwork for leaves is not submitted in a timely fashion, often after the event occurred.

Commissioner Fernandez-Pifer moved and Commissioner Roeca seconded. There were no further questions or discussion and Item 3.H. was unanimously approved.

I. Leave of Absence

Submitting request for leave of absence with pay for Captain Mark Kearney, Engine 44, for six days, May 2 through May 7, 2004, in order to attend a Federal Emergency Management Agency, E910 Preparedness & Response Course, offered by the National Fire Academy, in Emmitsburg, Maryland. Captain Kearney's backfill, lodging, and meals will be paid for from the 2003 Homeland Security Funds Grant.

Public Comment
John Darmanin stated "ditto".

Commissioner Roeca moved and Commissioner Fernandez-Pifer seconded. There were no further questions or discussion and Item 3.I. was unanimously approved.

J. Leave of Absence

Submitting request for leave of absence with pay for the following members of the Bureau of Fire Prevention:

Captain Thomas Harvey
Captain Mario Ballard
Captain Peter Schembri
Lieutenant Anthony Hampton
Lieutenant Robert Kehoe
Lieutenant Barbara Schultheis
Fire Protection Engineer Frederick Stumpp
Inspector Terrence Smith
Inspector Michie Wong
Inspector Patrick Stranahan
Inspector Alan de Bella

for one day, April 23, 2004, in order to attend a training class *Joint Meeting and Training* presented by the NorCal Fire Prevention Officers Association at the Irish Cultural Center, San Francisco, California. Registration fee for all the members is included in the 2003-04 budget. They will not be replaced.

Public Comment
John Darmanin stated "ditto".

Commissioner Roeca moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.J. was unanimously approved.

K. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 19	03-4-157	1/15/2004	501	A	File
Cause:	While backing into quarters, Eng 19 hit the bay divider; no spotters were posted				
Truck 10	03-4-174	3/2/2004	613	A	File
Cause:	Tiller error - While responding to an incident and making a right turn, tiller was distracted and Trk 10 struck a civilian vehicle stopped in the intersection				
Engine 10	03-4-175	3/2/2004	531	B	Bill
Cause:	While proceeding through an intersection, Eng 10 was struck by a vehicle that ran the red light				
Truck 13	03-4-176	3/8/2004	621	B	Bill
Cause:	As Trk 13 was proceeding from a stopped position, a civilian opened the taxi door and the door struck Trk 13				

Truck 16	03-4-177	3/11/2004	614	A	File
Cause:	Tiller error - While making a right turn, T-16 struck a stopped civilian vehicle				
Engine 32	03-4-178	3/13/2004	541	A	File
Cause:	While repositioning at an incident, Eng 32 struck a parked civilian vehicle				
Engine 41	03-4-179	3/15/2004	536	B	Bill
Cause:	Travelling forward, Eng 41 was struck by door of civilian exiting a van				
Truck 7	03-4-180	3/16/2004	620	A	File
Cause:	Tiller error - While making a left turn, tiller turned wheel the wrong way thereby striking two parked civilian vehicles				
Medic 38	03-4-181	3/17/2004	736	A	File
Cause:	Misjudged clearance - While making a right turn, Medic 38 struck a parked civilian vehicle				
Engine 2	03-4-182	3/17/2004	529	A	File
Cause:	Driver inattention - Driver of Eng 2 allowed his apparatus to roll back into Medic 28				

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Public Comment

John Darmanin recommended that the Department invest in a train-the-trainer program to alleviate the cost associated with accidents involving Department personnel and property.

Commissioner Roeca moved and Commissioner Fernandez-Pifer seconded. There were no further questions or discussion and Item 3.K. was unanimously approved.

L. Communications Received by Commission

The following communications have been received by the Commission from April 16, 2004 through May 6, 2004:

1. From Kimberly Johnson, demanding that her neighborhood be provided with a Paramedic-staffed Engine. Copy: each Commissioner and Chief of Department.

2. From Barron Fong, demanding that his neighborhood be provided with a Paramedic-staffed Engine. Copy: each Commissioner and Chief of Department.

3. From John O'Shea, regarding an invitation to appear before the Commission for his Retirement Award that was incorrectly labeled with a lower rank. Copy: each Commissioner and Chief of Department.

4. From Richard Marquez, inquiring if a Commissioner has been named for outgoing Commissioner del Portillo or if she is serving on two commissions at once. Copy: each Commissioner.

5. From Scott Glantz, complaining of what he considers to be undue noise produced by fire apparatus, especially the air horns, and why so many of the Fire Department's units, up to seven or eight, are required for a simple inebriant that is laying in the street. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

6. From John Choy, President, Asian Firefighters Association, expressing the Asian Firefighters Association's support for Chief Hayes-White and recounting some of the positive measures she has put into effect. Copy: each Commissioner, Chief of Department and Deputy Chiefs, Operations and Administration.

Public Comment
John Darmanin did not comment on this item.

Commissioner Clarke moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 3.L. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted two letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Conroy directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department Joanne Hayes-White on monthly status of department personnel, equipment and apparatus for April 2004.

Joanne Hayes-White, Chief of Department, informed the Commission that her top priority has been the budget since taking over as Chief. The Mayor has requested a 5.5%, or $7.4 million for the Department reduction in the operating budget. In addition, the Mayor's Office

wants further savings amounting to $20 million to balance the costs that the Department will be incurring related to overtime costs and retirement payouts.

Chief Hayes-White reviewed the recommendations of Controller's Audit Report which could take effect July 1, 2004.: (1) Closure of Engine 18; (2) Closure of Truck 14; (3) Removal of two Engine companies on a rotating basis from Station 20 and 24 or 26. She hopes that another solution will be forthcoming to prevent these closures. Another budget related item is on-going contract negotiations with Local 798, the primary bargaining unit. Meetings have been productive and certain items in the contract could impact budget reductions.

Furthermore, the Department is down 74 firefighters and the projection is 100 as of July 1, 2004. Additionally, the projection for FY 200-05 is 70 retirements at maximum age (55) and maximum service (30 years), with another 70 projected for FY 2005-06. Chief Hayes-White noted that these figures directly impact the hiring plan. Should the workweek be increased, it was impact how many employees need to be hired.

Chief Hayes-White announced that San Francisco will be the recipient of significant Homeland Security grants under the UASI (Urban Area Security Initiative). The city will receive $28 million, with $7.2 million awarded to the Fire Department. The grant is for training, regional exercises, equipment and a portion for an administrative position. San Francisco will be receiving an additional $26 million in FY 2004-05 and $60 million in FY 2005-06.

Chief Hayes-White provided an overview of a new program that Mayor Newsome is spearheading called SFStat, which is modeled after Baltimore's and New York's CityStat, and is technology driven to provide greater government and department efficiencies. The intent is to standardize department reports in respect to three components: personnel, budget and service delivery. The Department will appear before a panel on a monthly basis to provide a report on the three components. She noted that she was proud of the Department's service delivery and the quality of service provided. Overtime is somewhat of a problem since the Department was budgeted for $7.8 million and is currently at $8.5 million. Chief Hayes-White stated that the Department is considering a new measure of capping overtime (WDOs) on the weekends at 15 overtime hires. This measure should indicate to the Mayor's Office and the Board of Supervisors that the Department is making a good faith effort in trying not to overspend.

Chief Hayes-White reported that at her direction an EMS Workgroup was convened to examine a number of issues and to propose some EMS models that would not only increase employee morale due to heavy workloads but also be cost effective. Six models were analyzed and will now be presented to all employee groups since their members are out on the street doing the work. The Department will listen to their concerns and their suggestions, and then go forward and improve the current configurations. The Department is working closely with John Brown, M.D., Director of the EMSA Section, Department of Public Health, which has oversight of the delivery of emergency medical services in the City and County.

In closing, Chief Hayes-White informed the Commission that she has requested an extension from the Civil Service Commission on her submittal related to *secondary criteria* as it relates to promotional exams. In February 2003, the Civil Service commission had ruled that the Fire Department will use *statistically valid grouping* for promotional exams. Recently, Chief Heather Fong had requested consideration for the *Rule of Five* from the Civil Service Commission for promotional exams at the Police Department and it will most probably be granted. Chief Hayes-White believes that this should also apply to the Fire Department and will make every effort to pursue it as expediently as possible.

Chief Hayes-White responded to various questions from Commissioners and further discussion ensued.

Public Comment
John Darmanin wondered to what degree the Fire Department had complied with Mayor Newsome's request to employee's that made over $125,000 to give back 15% of their salary to help reduce the fiscal crisis by approximately $8 million. He suggested that the pay-for-performance bonus that the command staff receives should also be given up.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Leave of Absence

Submitted request for leave of absence with pay from Chief of Department Joanne M. Hayes-White, for two days, May 24 through May 25, 2004, in order to attend the 2004 Metropolitan Fire Chiefs Association Conference sponsored by the International Association of Fire Chiefs, in Sacramento, California. Funds for this trip are included in the 2003-2004 budget.

Public Comment
John Darmanin stated that this was a proper submittal.

Commissioner Roeca moved and Commissioner Clarke seconded. There were no further questions or discussion and the request for leave of absence with pay was approved.

D. Formal Complaint

Submitted formal complaint against Firefighter Charles E. Hallgren dated May 6, 2004, for violation of the Rules and Regulations as follows:

Section 2825 – Temporary Officers
Section 3912 – Intoxicants & Drugs

(*Note:* This item was taken off the Agenda by President Conroy since the Special Hearing had already been held.)

E. Report from Suppression

Fred Sanchez, Deputy Chief, Operations, reported that there had been five greater alarms and 36 working fires in the period between April 8 and May 12, 2004. Property damage was approximately $2 million, with content damage $900,000, and exposure property damage at $1.5 million, with exposure content damage at $600,000. Overall there were three civilian injuries, two civilian fatalities and over 30 firefighters were injured in the process of extinguishing these fires. Chief Sanchez reviewed the two significant fires in further detail. In addition, he described the organizational structure of Operations.

Furthermore, Chief Sanchez informed the Commission about his interview with Dan Noyes, KGO TV, regarding the 35 Skyview incident. He had not only provided all the data but had reviewed it with Mr. Noyes, line by line, indicating to him that the first unit on the scene, Engine 20, had arrived in three minutes and four seconds. The actual response time was excellent, beating the national standard on NPFA, which is five minutes, by almost two minutes. Unfortunately, Mr. Noyes decided not to use material provided to him by the Department when he reported on this incident to the public but instead used material

provided by someone outside the Department, who did not have access to CAD data (Computer Aided Dispatch data).

Chief Sanchez responded to further questions by the Commission regarding the Innes fire and about the difficulties of working without an Incident Support Specialist as a Chief responding to a working fire.

In closing, Chief Sanchez commended the Arson Unit and their rapid intervention and resolution of fire incident at a place of worship by having someone in custody within hours. The Arson Unit has a 90% conviction rate, which is the highest in the nation.

Public Comment
John Darmanin noted that the irresponsible reporting of Dan Noyes, Channel 7, regarding the 35 Skyview fire should be responded to by a letter citing the correct response times and castigating Noyes for intentionally misusing information that was provided to him.

F. Report from Emergency Medical Services

Marshal Isaacs, M.D., SFFD Medical Director, introduced the EMS staff and invited the new members of the Commission to spend time with the EMS command staff to learn more about EMS operations and to come on ride-alongs either on an ambulance or an ALS engine.

Dr. Isaacs reviewed the SFFD EMS vision process, thanking the Chief for her leadership and the participation of both Deputy Chiefs, and noting that the Department must go forward to arrive at new solutions of providing the best possible emergency medical services without comprising resources with an overwhelming workload. Dr. Isaacs emphasized that it is a process and the Department is seeking input and soliciting fresh ideas from stakeholders, as well as the Controller's Office and EMS section and Dr. John Brown.

Dr. Isaacs highlighted a number of high-profile medical incidents to which the Department responded, such as the two Muni buses collision and the "officer down" incident. He felt confident that in reviewing the care provided to Officer Espinoza, it was a rapid expert response giving the best possible chance of survival – unfortunately Officer Espinoza succumbed to his injuries. Another incident that provoked a disaster response was a problem a DC-10 was having with its landing gear at the Airport. The plane landed safely even though Chief Casserly and his staff were well prepared to respond.

James Fazackerly, Section Chief, EMS Operations, informed the Commission that medical response unit staffing during April had been excellent. 19 ambulances were staffed around the clock every day, in addition to H1 staffing. Average daily deployment for first response apparatus was 25 ALS Engines per day, up from an average of 23 last month.

Chief Fazackerly was pleased to note that the Department had met the EMS Section's mandate that all paramedic practitioners in San Francisco County be fully accredited by May 1, 2004, except for two who are on leave or disability. He wished to commend Phil Harvey, Section Chief, Training, and his training staff for the outstanding effort in assuring that everyone was accredited and was, also, PALS certified. Furthermore, in clinical risk management and mitigation only 14 sentinel events or unusual occurrences were recorded, with only one coming from the EMS Section, Department of Public Health.

During the month of April, 70 patients were transported by Fire Department ambulances to the McMillan Sobering Center which represents a 24% increase over March. There were no

observed or reported negative outcomes from these transports. In addition, there was no reported or observed inappropriate triage of patients to the Center. EMS staff continues to provide support, assistance and data to the project's director and to the physician director.

In closing, Chief Fazackerly reviewed three ongoing projects/studies: (1) the Zoll Cardiac Arrest Study, a three year project, is progressing and training and equipment is being identified, with full implementation scheduled for July 1, 2004; (2) the Department's compliance with HIPPA (Healthcare Portability and Privacy Act) is progressing ahead of schedule with privacy notices into seven languages soon ready for distribution to field personnel; and (3) the Asthma Outreach project, spearheaded by H1 Paramedics, has secured a spirometer, a device that measures lung capacity, and have conducted classes in schools and held the first Spirometer Day at St. Anthony's Clinic.

Public Comment
John Darmanin objected to the possibility of dropping transport of patients to emergency facilities, by having it done by private ambulance companies, because it would significantly reduce revenues that this activity provides for the Department.

G. Special Presentation – Candidates Physical Ability Test (CPAT)

Thomas Siragusa, Assistant Deputy Chief, Director of Training, provided the Commission with an overview of the CPAT (Candidates Physical Ability Test), which will be given on May 22 – May 26, 2004. He noted that the CPAT was created in partnership with the International Association of Firefighters (IAFF) and International Association of Fire Chiefs through a taskforce that would develop it, validate it and assist fire departments in its implementation. The goal of the CPAT is to allow fire departments to have an available pool of trainable candidates who are physically able to perform essential job tasks at the fire scene. It is a pass/fail test based on a validated maximum total time of ten minutes and 20 seconds. In May 2002, the Fire Commission adopted the CPAT as the physical test for candidates entering the San Francisco Fire Department.

Chief Siragusa provided statistical data, including that 501 individuals participated, with 72 failing, and 429 passing. He presented further data on gender and ethnicity and pointed out that after passing the medical and background check, from the 429 that passed only 48 were selected for the next class. The rest of the candidates will have to retake the CPAT on May 22 – 26, 2004.

Chief Siragusa pointed out that a female firefighter in the Department had taken it upon herself to start a mentoring program about four months ago. All candidates were contacted personally and have also had a meeting where workout packages were provided to them. If they wish, a mentor from the Fire Department will be assigned to them to assist them through this process.

Chief Siragusa provided an overview of the eight events. Commissioners asked questions regarding the pool of candidates and Chief Siragusa responded. He invited Commissioners to attend the CPAT on Saturday, May 22 – May 26, 2004, at Treasure Island.

Note: A copy of Chief Siragusa's presentation is attached. The minutes of the May 13, 2004, Regular Meeting, including Chief Siragusa's presentation, can be accessed on the new Fire Commission website at sfgov.org/firecommission

Public Comment
John Darmanin suggested that the CPAT should not only be used for candidates but that it should be given to firefighters on a regular basis to ensure fitness in the Department. He recommended that passing the CPAT be an incentive, possibly associated with a premium.

5. PUBLIC COMMENT

Richard Kay, President, Haight-Divisadero Neighbors and Merchants Association, asked that the Fire Department keep its word regarding numerous promises made over the years to restore Old Station 21 and not sell it for to cover a deficit, especially since funds have been allocated again by Board of Supervisors for its restoration.

Marc Lorenzen, representative of the Alamo Square Neighborhood Association, asked that the Department keep the firehouse due to its great historic value both to the City and to the community. He noted that the sale would be a one-time fix and that the Department should look at long-term solutions of financial problems.

Michelle Mongan expressed strong opposition to the sale of the historic firehouse at 1152 Oak Street – it is the oldest firehouse still owned by the Fire Department and was built in 1893. She considered it a historic treasure, not only for the neighborhood but also to the City and all of the citizens of San Francisco.

Jenckyn Goosby, member of the Alamo Square Neighborhood Association, urged the Fire Department to preserve Old Station 21 as part of the public domain and protect it from being sold.

Dean Preston urged the Fire Department not to sell the old firehouse. He was surprised to hear of the potential sale since only a few months back, a member of the Department, appearing at a meeting of the Haight-Divisadero Neighbors and Merchants Association meeting, spoke of rehabilitation and availability for community use.

Winston Montgomery, Board member, Alamo Square Neighborhood Association, stated that he was disappointed with the Fire Department for using the building over 20 without maintenance, promising the community to rehabilitate it and then turning around and possibly selling it.

Lisa Bastick, member, Alamo Square Neighborhood Association, noted that there was pride in Fire Department about its history that is still evident today. She can not imagine the Department selling one of its most historic firehouses for a one time budget gap fix.

Fiona McDougall, representative, Victorian Alliance, voiced her concern over the fate of this beautiful building, which is a fine example of 1890's architecture. The building should be preserved for future generations since it represents the hard work and history of the San Francisco Fire Department.

John Darmanin complained that he had a number of unresolved issues which the current Administration has still not addressed, and that this is creating a hostile work environment for him.

Commissioner Conroy asked for Chief Hayes-White to update the Commission and provide further information to the representatives from the neighborhoods around Old Station 21.

Chief Hayes-White explained that the Department has approximately 60 facilities, both active stations and other properties, throughout the City, at Treasure Island and at the Airport. The Mayor's Office had asked the Department to review its "surplus properties", of which they have targeted five. A number of them are historic buildings, such as the Chief's Residence and Old Station 21.

The Chief understood that promises had been made to the community in the past regarding the restoration of the firehouse and its use both as a fitness center for firefighters and as a community resource. The Department has had difficulties obtaining a contractor to do the work of historic restoration. She appreciated the comments regarding a one-time sale of the firehouse as opposed to long-term solutions, but it should be kept in perspective of potential closures of active fire stations.

Chief Hayes-White could not guarantee that it would not be sold since everything is on the table for potential budget reductions – not only Old Station 21 but also the other four properties. She reassured those present that it was not her personal preference to sell a property that had great historical value both to the community and to the Fire Department. She noted that it will be a matter of prioritizing her decisions - none will be easy and all will be painful.

In closing, Chief Hayes-White stated that she appreciated the comments by the neighbors and that she will make every attempt to notify them, if there is any change in the status of Old Station 21.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 9:10 p.m.

Tania Bauer
Secretary

OVERVIEW OF THE CANDIDATE PHYSICAL ABILITY TEST

By

Assistant Deputy Chief Tom Siragusa

Created in Partnership by the International Associations of Firefighters and International Association of Fire Chiefs

- A Task Force was created to develop, validate, and assist fire departments with the implementation of a Candidate Physical Ability Test (CPAT) that would enable them to hire inherently physically capable fire fighters

Departments Participating in the CPAT Development

- Austin FD
- Calgary FD
- Charlotte FD
- Fairfax County FD
- Indianapolis FD
- Los Angeles County FD
- Miami Dade FD
- New York City FD
- Phoenix FD
- Seattle FD

CPAT Mission Statement

- To develop an instrument to assess the ability & skills of uniformed personnel to successfully accomplish defined fire ground / emergency tasks
- To define sequential fire ground / emergency tasks typically occurring as part of the first response of fire companies
- To define evaluation criteria that emphasize safety & utilize practical effectiveness and efficiency
- To develop evaluation criteria that would be used as part of the assessment of the team and the team member in company assignments

CPAT

- Developed to allow FD's to obtain pools of trainable candidates who are physically able to perform essential job tasks at fire scenes

- Is a Pass / Fail test based on a validated maximum total time of 10 minutes 20 seconds

SUMMARY OF THE H-2 FIREFIGHTER CPAT (August 24-28, 2002)

	WHITE		BLACK		HISPANIC		ASIAN		FILIPINO		AMER INDIAN		TOTALS			GRAND
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Unk	TOTAL
INVITED	261	27	26	7	70	7	53	6	39	3	3	1	452	51	19	522
	50.00%	5.17%	4.98%	1.34%	13.41%	1.34%	10.15%	1.15%	7.47%	0.57%	0.57%	0.19%	86.59%	9.77%	3.64%	100%
NO SHOW	8	2	1	0	2	0	0	0	0	0	0	0	11	2	1	14
	57.14%	14.29%	7.14%	0.00%	14.29%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	78.57%	14.29%	7.14%	100%
WAIVED	1	3	0	1	0	0	1	0	1	0	0	0	3	4	0	7
	14.29%	42.86%	0.00%	14.29%	0.00%	0.00%	14.29%	0.00%	14.29%	0.00%	0.00%	0.00%	42.86%	57.14%	0.00%	100%
ATTENDED	252	22	25	6	68	7	52	6	38	3	3	1	438	45	18	501
	50.30%	4.39%	4.99%	1.20%	13.57%	1.40%	10.38%	1.20%	7.58%	0.60%	0.60%	0.20%	87.43%	8.98%	3.59%	100%
FAILED	19	17	4	4	6	7	4	4	2	3	0	1	35	36	1	72
	26.39%	23.61%	5.56%	5.56%	8.33%	9.72%	5.56%	5.56%	2.78%	4.17%	0.00%	1.39%	48.61%	50.00%	1.39%	100%
PASSED	233	5	21	2	62	0	48	2	36	0	3	0	403	9	17	429
	54.31%	1.17%	4.90%	0.47%	14.45%	0.00%	11.19%	0.47%	8.39%	0.00%	0.70%	0.00%	93.94%	2.10%	3.96%	100%

H-2 FIREFIGHTER: Candidates' Availability Status

(List E-35)

	PASSED PAT & BKGRD	PASSED PAT / BKGRD HOLD	PASSED PAT / BKGRD & MED	PASSED PAT / MED HOLD	NOT PASSED PAT*	WAIVED PAT	TOTAL
Females							
White	0	0	0	0	17	4	**21**
African American	0	0	0	0	4	1	**5**
Hispanic	0	0	0	0	7	0	**7**
Asian	0	0	0	0	4	0	**4**
Filipino	0	0	0	0	3	0	**3**
Native American	0	0	0	0	1	0	**1**
SUBTOTAL	**0**	**0**	**0**	**0**	**36**	**5**	**41**
Males							
White	196	6	10	0	18	6	**236**
African American	20	0	0	0	4	0	**24**
Hispanic	48	5	0	0	6	0	**59**
Asian	38	1	1	0	4	1	**45**
Filipino	27	2	0	0	2	1	**32**
Native American	3	0	0	0	0	0	**3**
Unknown	13	1	2	0	1	1	**18**
SUBTOTAL	**345**	**15**	**13**	**0**	**35**	**9**	**417**
TOTAL	**345**	**15**	**13**	**0**	**71**	**14**	**458**

CPAT Events

- Made up of the following 8 events;
  - Stair Climb
  - Hose Drag
  - Equipment Carry
  - 24 Foot Ladder Raise & Ladder Fly Extension
  - Forcible Entry
  - Search
  - Rescue
  - Ceiling Breach & Pull

CPAT Event #1

- Stair Climb -
  - Simulate the critical tasks of climbing stairs in full protective clothing while carrying a high-rise pack (hose bundle) and climbing stairs in full protective clothing carrying FF equipment
    - 3 minutes on StepMill at 60 steps per minute would equal a climb of 120 feet or 10 to 12 building stories
    - 75 pound weight simulates the weight of full PPE, SCBA and High-rise hose bundle or other fire equipment

Stair Climb

CPAT Event #2

- Hose Drag -
- Simulate the critical tasks of dragging an uncharged hose line from the fire apparatus to the fire occupancy and pulling an uncharged hoseline around obstacles while stationary
  - 200' of 1-3/4" hose is dragged 75 feet to a drum, around the drum 90 degrees and then an additional 25 feet. The candidate then turns, kneels and pulls 50 feet of hose towards them

Hose Drag

CPAT Event #3

- Equipment Carry -
  - Simulate the critical tasks of removing power tools from a fire apparatus, carrying them to the emergency scene and returning them to the fire apparatus
    - Chain & Circular (XL98) saws approximately 25 pounds each are removed from a cabinet one at a time and carried in each hand 75 feet around a drum and return 75 feet for a total of 150 feet. Upon return to the start area, the saws are placed on the ground and returned one at a time to the storage cabinet

Equipment Carry

CPAT Event #4

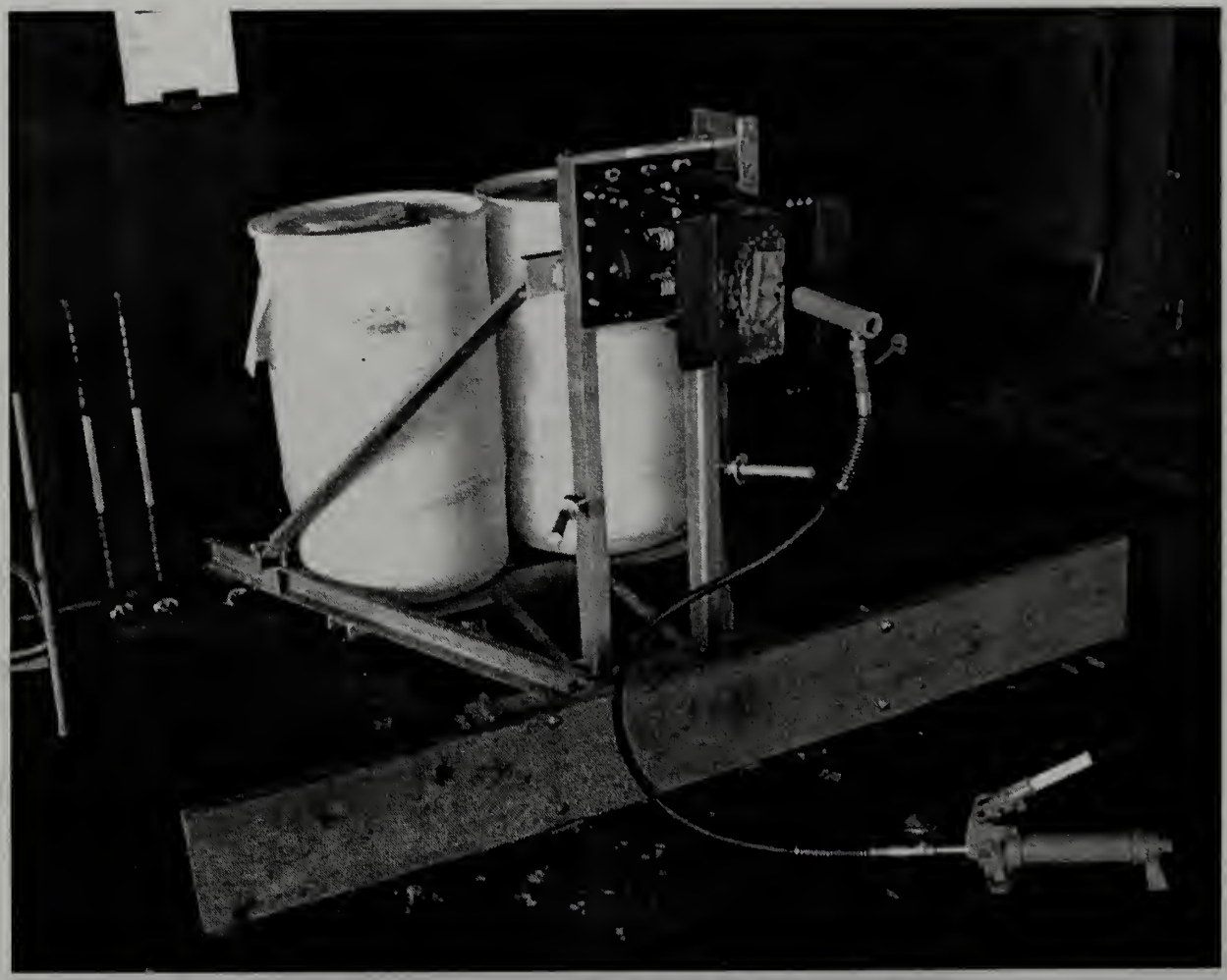
- 24 Foot Ladder Raise & Ladder Fly Extension
  - Simulate the critical tasks of placing a ground ladder at a fire structure and extending the ladder to the roof or window
    - Raise a 24-foot extension ladder (approximately 100 pounds) from horizontal to a vertical position
    - Extend and retract the fly section of a 24-foot extension ladder

24 Foot Ladder Raise & Ladder Fly Extension

CPAT Event #5

- Forcible Entry
  - Simulate the critical tasks of using force to open a locked door or to breach a wall
    - Candidate uses a 10-pound sledgehammer to strike a measuring device in a target area until a buzzer signal is activated

Forcible Entry



CPAT Event #6

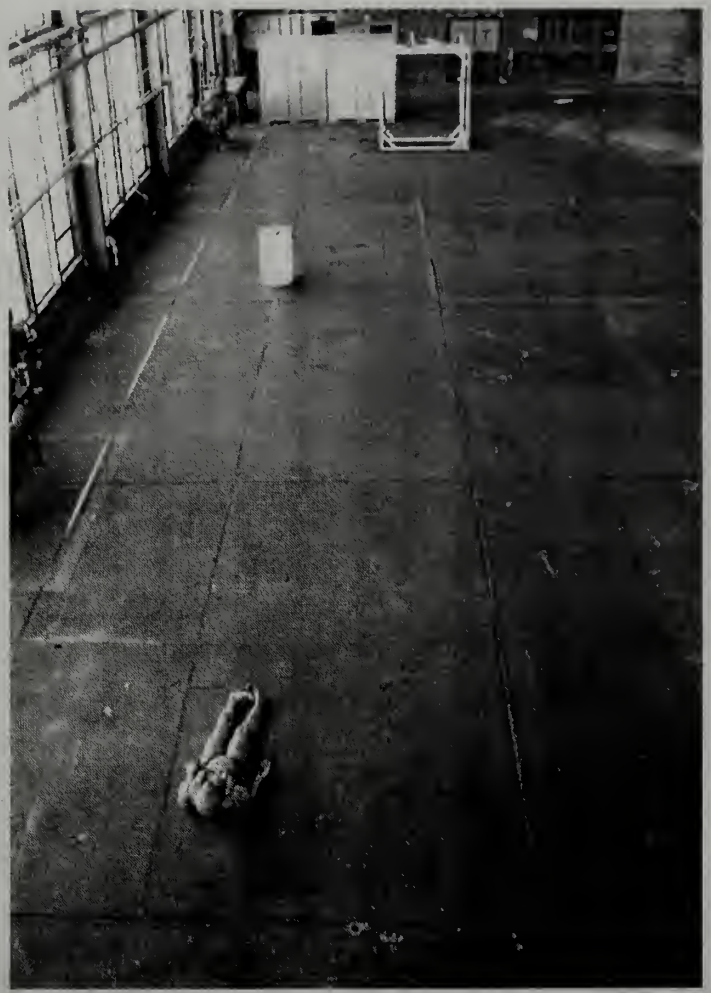
- Search
  - Simulate the critical task of searching for a fire victim with limited visibility in an unpredictable area
    - Candidate crawls on hands and knees through a tunnel maze approximately 3 feet high, 4 feet wide and 64 feet in length with two 90 degree turns. At a number of locations the candidate will be navigating around, over, and under obstacles and an area of reduced space.

Search

CPAT Event #7

- Rescue
  - Simulate the critical task of removing a victim or injured partner from a fire scene
    - Candidate grasps a 165 pound mannequin by handle(s) on the shoulder(s) of the harness and drags it 35 feet to a pre-positioned drum, makes a 180 degree turn around the drum and continues an additional 35 feet bringing the mannequin completely across the finish line.
    - The candidate is permitted to drop and release the mannequin and adjust the grip
  - The 165 pound mannequin weight was determined by the average weight of people admitted to hospital emergency rooms & average weight of firefighters participating

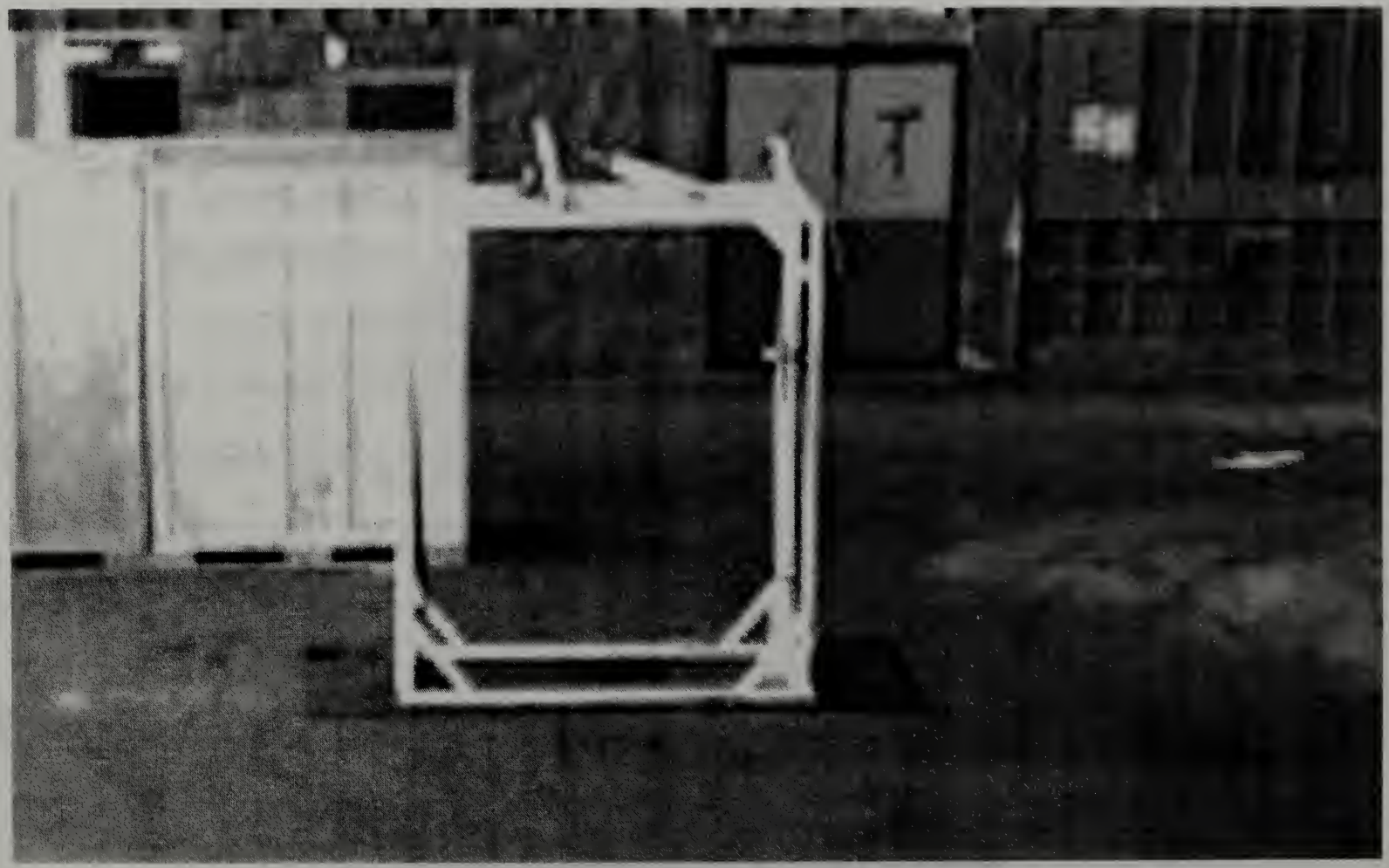
Rescue



CPAT Event #8

- Ceiling Breach & Pull
  - Simulate the critical task of breaching and pulling down a ceiling to check for fire extension
    - Candidate uses pike pole to push up 60-pound hinged door 3 times
    - Reposition pole and pull 80-pound ceiling device downward 5 times for one complete cycle
    - Repeat cycle 4 times

Ceiling Breach & Pull



CPAT Forms

- CPAT Forms consisting of:
  - Sign-in sheet
  - Waiver of Claim of Injury
  - Test Evaluation Form
  - Rehabilitation Form

CPAT Candidate Prep Guide

- Prepared to assist a candidate with physically preparing for the test.
  - Describes physical fitness as to the Fire Service
  - Describes the major areas of fitness & general principles of exercise
  - Provides description of strength training for candidate
  - Provides description of supplemental task-specific exercise training
  - Provides Strength Training log sheets

CPAT Administration

- Recommendations:
  - Candidate be notified at least 8-weeks prior to test
  - Venue - Must be consistent for all candidates
    - Floor surface must be similar to the validated test and must not give any candidate an unfair advantage or disadvantage
  - Venue must have enough space to accommodate -
    - Check-in / Staging
    - Testing
    - Rehabilitation
  - Proctors needed (minimum) for test events
    - 1 lead for each candidate
    - 11 event proctors distributed for the 8 events

Cost of CPAT Equipment

- Approximately $50,000 for:
  - Test props including shipping
  - Proctor Training
  - Course Validation
  - Equipment Trailer

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Russell S. Roeca, *Commissioner*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-13

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – May 27, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.

JUN - 7 2004

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1. **ON ROLL CALL,** the following were noted present:

   President Paul A. Conroy
   Vice President Stephen A. Nakajo
   Commissioner Rosemarie Fernandez-Pifer

7/04

Commissioner Russell S. Roeca was excused for business reasons, and Commissioner Clem Clarke was excused for vacation.

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations
Gary P. Massetani	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	- Division of Airports
Glenn E. Ortiz-Schuldt	- Division of Emergency Medical Services
Paul H. Chin	- Division of Fire Prevention & Investigation
Thomas A. Siragusa	- Division of Training

Chief Officers – Firefighting Services:

Johnny R. Lo	- Division 2
James A. Barden	- Division 3

2. **APPROVAL OF THE MINUTES *[Action]***

   Regular Meeting of May 13, 2004.

Public Comment
John Darmanin was concerned that the minutes of the Special Meeting of May 13, 2004, were not posted within ten business days, since this was a violation of the Sunshine Ordinance.

Commissioner Fernandez-Pifer moved and Commissioner Nakajo seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission and were acted upon by a single roll-call vote of the Commission.

Public Comment
John Darmanin requested that all items be removed from the Consent Calendar in order that he could provide public comment for each one.

A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, April 24 through May 7, 2004.

Appointments
Reporting the following PROBATIONARY appointment effective *March 26, 2004*:

1942 Assistant Material Coordinator

Dorothy L. Teupel (vice: Teupel's 1924 position)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Mayorga, Armando A.	H40 Battalion Chief	Service	April 29, 2004
Owen, Dennis M.	H20 Lieutenant	Service	May 01, 2004
Logue, Arnold J.	H2 Firefighter	Service	May 02, 2004
Plimley, Gary A.	H2 Firefighter	Service	May 08, 2004

Retirement Certificates will be presented at Fire Commission meeting of August 26, 2004

Discipline
Reporting the following disciplinary action:

No./Rank of Members	*Unit*	*Days*	*Dates*	*Violation of*
1 H2 Firefighter	Truck 6	30 calendar days	04-09-04 thru 05-08-04	Sec. 3912 (Intoxicants & Drugs)

Including, termination held in abeyance for 3 years, 60 day suspension with 30 days credited for time in special program using personal leave time and fine of 30 day's pay

Leaves
Reporting leave of absence with pay for Captain James Lee for five days, May 10 through May 14, 2004, in order to travel to Charleston, South Carolina, for a final inspection on the rescue vehicle and mid-inspection on the second vehicle. All expenses will be paid by Spartan Motor Chassis, Inc. Captain Lee will not be replaced.

Reporting leave of absence with pay for Captain Patrick Gardner, Captain Kevin Burke and Lieutenant James Blake, for three days, May 26 through May 28, 2004, in order to attend a CSTI HazMat State Certified Instructors training class at the Governor's Office of Emergency Services in San Luis Obispo, California. All expenses will be paid by the Department of Public Health. The Fire Department will back-fill for two Captains and one Lieutenant each for one twenty-four hour watch.

Reporting leave of absence with pay for Lieutenant Kevin Callaghan, Bureau of Fire Prevention, for ten days, June 14 through June 25, 2004, in order to attend the *Arson Investigation (R205)* class at the National Emergency Training Center in Emmitsburg, Maryland. Lieutenant Callaghan will not be replaced.

Reporting leave of absence with pay for Lieutenant Erica Arteseros, for four days, June 28 through July 1, 2004, in order to attend the Federal Emergency Management Agency (FEMA) Citizen Emergency Response Training train-the-trainer Class in Emmitsburg, Maryland. There is no cost to the Department. All expenses will be paid by FEMA. Lieutenant Arteseros will not be replaced.

Reporting leaves of absence with pay for the time period from January 2004 through August 2004 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1452 Executive Secretary	10
1	7335 Senior Stationary Engineer	65
23	H2 Firefighter	431
7	H3 Firefighter/Paramedic	227
1	H4 Inspector	23
4	H20 Lieutenant	33
1	H33 Rescue Captain	22
	Total Number of Days with Pay	811

Reporting intermittent leaves with pay for the time period from March 2004 through June 2005 for the following:

1	6281 Fire Safety Inspector	Apr. 09, 2004 – Apr. 09, 2005
1	H2 Firefighter	Apr. 14, 2004 – Apr. 14, 2005
1	H2 Firefighter	Mar. 03, 2004 – Jan. 30, 2005
1	H2 Firefighter	May 01, 2004 – Apr. 30, 2005
1	H2 Firefighter	Apr. 12, 2004 – Apr. 12, 2005
1	H2 Firefighter	Jun. 01, 2004 – Jun. 01, 2005
1	H2 Firefighter	Jun. 01, 2004 – Jun. 01, 2005
1	H2 Firefighter	Apr. 21, 2004 – Apr. 21, 2005
1	H3 Firefighter/Paramedic	Apr. 27, 2004 – Jul. 31, 2004

Reporting leaves of absence <u>without pay</u> for the time period from September 2003 through August 2004 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
4	H2 Firefighter	146
2	H3 Firefighter/Paramedic	221
	Total number of Days w/o Pay	367

<u>Military Leaves</u>
Reporting approval of applications from three members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Digre, Michael Corporal	H2 FF	05-01-04 thru 05-02-04	2	US Marine Corps Res. San Jose, CA	Attend Active Duty Training

Meneses, Ferdinand SSG E-6	H2 FF	04-30-04 thru 05-02-04	3	CA Army Nat'l Gd. Camp Parks, CA	Attend Active Duty Training
Simon, Ramon SSG	H2 FF	04-23-04 thru 05-04-04	12	US Army Res. Fort Hunter Liggett, CA	Attend Active Duty Training

Public Comment
John Darmanin complained that the monthly reports that are being discussed by the Commission are not available at the meeting for comment by the public.

Commissioner Conroy asked the Secretary to respond to Mr. Darmanin before the next meeting.

Commissioner Fernandez-Pifer moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 8	03-4-183	3/18/2004	722	B	File
Cause:	While stopped, Medic 8 was struck by a civilian vehicle that attempted to pass				
Medic 92	03-4-184	3/20/2004	720	C	File
Cause:	Medic 92 made an unsafe lane change and struck a moving civilian vehicle				
Medic 1	03-4-185	3/20/2004	749	B	File
Cause:	While responding with red lights and siren, Medic 1 had stopped and a pedestrian walked into side of Medic 1, denting door				
Engine 3	03-4-186	3/22/2004	544	A	File
Cause:	While making a three-point turn, Eng 3 backed into a parked civilian vehicle				
Engine 40	03-4-187	3/25/2004	0	A	File
Cause:	While backing into quarters, Eng 40 struck the flag pole; spotters were posted				

Engine 28	03-4-188	3/26/2004	540	A	File

Cause: Driver inattention - While swinging out to back into station, Eng 28 struck a parked civilian vehicle

Engine 10	03-4-189	3/26/2004	531	A	File

Cause: While backing up in front of station, Eng 10 struck rear of Batt 7; only one spotter was posted

Engine 11	03-4-190	3/27/2004	537	A	File

Cause: Driver inattention - While repositioning at an incident to allow a street car to pass, Eng 11 struck a parked civilian vehicle

Engine 19	03-4-191	3/27/2004	501	B	File

Cause: While legally parked, Eng 19 was struck by a civilian vehicle

Medic 43	03-4-192	3/28/2004	752	B	Bill

Cause: While backing into quarters, Medic 43 was struck by a civilian vehicle

Engine 23	03-4-193	3/29/2004	598	A	File

Cause: While exiting Station 23, officer activated door closure before apparatus had cleared door opening, breaking rear spotlight

EMS RC 1	03-4-194	3/24/2004	970	C	File

Cause: While responding with red lights and siren and following Eng 13, RC 1 did not gain control of intersection and was struck by a civilian vehicle who had the green light

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Public Comment
John Darmanin recommended that the Department invest $30,000 in an EVOC (Emergency Vehicle Operation Course) train-the-trainer program to alleviate the high cost associated with vehicular accidents involving Department personnel and property.

Commissioner Nakajo moved and Commissioner Fernandez-Pifer seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from May 6, 2004 through May 20, 2004:

1. From Andrea Freda, Concierge, The Pan Pacific, praising the calm, swift, and unobtrusive performance of SFFD as they worked on a cardiac arrest and acted as the consummate professionals without disrupting the ambience of the dining room. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations and EMS Chief

2. From Paul Shissel, commending the members of Station 23 who came to his aid as he arrived at the station feeling faint and wanting to thank them for their kindness and hospitality. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

3. From William Hu, Mayo Clinic, warning the Department of padlocked *Exit* doors at Moscone Center. Copy: each Commissioner, Chief of Department and Fire Marshal.

4. From Tiffany Schneider, demanding that paramedics be placed on all Engines and not only in 21 select neighborhoods since the pre-hospital care provided by paramedics is essential and should be available to all neighborhoods. Copy: each Commissioner, Chief of Department and EMS Chief.

5 Michael Smithwick, requesting that the City reconsider sale of the historic old firehouse since the neighbors of Old Station 21 were able to negotiate $20,000 from a nearby developer for its restoration. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

6. From Charles Edwin Chase, AIA, Executive Director, San Francisco Architectural Heritage, urging the Commission to retain ownership of Old Station 21, San Francisco Landmark #89. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

7. From Dr. Rick Postma, visiting urologist and fire surgeon from Germany, thanking Station 2 for their hospitality. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

8. From Teresa Welborn, requesting that sale of Old Station 21 be stopped since it is a building of great historic value and should be restored not sold. Copy: each Commissioner, Chief of Department and Deputy Chiefs, Operations and Administration.

9. From Chris Brewster, President, United States Lifesaving Association, urging strong support by the City of its Water Rescue Squad, the first fire department water rescue team in the United States to be nationally certified by the United States Lifesaving Association. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

10. From Kathryn Douglas, who restored her own Victorian building in the neighborhood surrounding the historic firehouse, asking that Old Station 21 be restored and not destroyed. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

11. From Chris Wisniewski, complaining of excessive and, seemingly, unnecessary noise from chainsaws every morning at 9:00 AM at Station 12. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

12. From Brian Backus, hoping that the historic firehouse on Oak Street is not sold to a private party but restored and used for the benefit of the community. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

13. From Jennifer Mann, noting that the sale of the historic firehouse would not significantly decrease the City's deficit but would remove a building in which the neighborhood has pride and a sense of community and history. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

14. From Matt Gonzalez, President, Board of Supervisors, opposing the sale of Old Station 21 and reminding the Department of its promise to restore the historic building and make it available to the community. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

Public Comment
John Darmanin complained that the Fire Commission published commendation letters, attaching them to the minutes, but did not do the same for letters of complaint, especially if they dealt with cover-ups from accountability in the highest places, also in middle management and in field supervision even involving firefighters and paramedics.

Commissioner Nakajo moved and Commissioner Fernandez-Pifer seconded. There were no further questions or discussion and Item 3.C. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department, including the Budget, Contract Negotiations with Local 798, Retirements, Grant funding and EMS Workgroup configurations.

Joanne Hayes-White, Chief of Department, prefaced her report by noting that during the interview process for selection as Chief of Department, she had taken pride in the Department's accountability and professionalism. The Chief was disturbed to hear such words as "cover-up", since she believes her Administration to be about accountability and fairness.

Chief Hayes-White confirmed that the budget is still an ongoing process, with the Mayor expecting a 5.5% reduction in the current operating budget of the Department. The Mayor's budget must be finalized and submitted to the Board of Supervisors by June 1, 2004. The Department's budget is closely tied to contract negotiations with the Fire Department's bargaining unit, Local 798, and that contract is the only employee contract that has not been finalized.

Furthermore, as of May 15, 2004, the Department had already overspent its overtime budget of $7.5 million by $1 million for the current fiscal year. Mayor Newsom has directed Chief Hayes-White to minimize overhead expenditures during this difficult economic climate and to consider innovative methods to accomplish this. To this end, the Department has launched a pilot program and capped WDOs (Working on Days Off) on weekends to no more than 15, which equates into deactivating no more than three Engine companies,. The Department selected weekends due to a reduction of the population to approximately 750,000 – 800,000, lower call volume and a high rate of absenteeism (SP). The program is being closely monitored and, on certain occasions, a Battalion and a Rescue Captain could also be deactivated.

Chief Hayes-White noted that the Department is experiencing a large number of retirements and is currently 75 bodies short. Large retirement numbers are expected over the next two to three years. Due to a large hiring influx in 1974, members are retiring at age 55 as they reach the 30 year level. The projection for FY 2004-05 is 71 retirements at maximum age (55) and maximum service (30 years), with another 56 projected for FY 2005-06 and 25 retiring in FY 2006-07. Chief Hayes-White pointed out that these retirements present a great loss of expertise to the Department and directly impact the hiring plan. To this end, the CPAT (Candidates Physical Ability Test) was conducted on May 22nd – May 26th. Preliminary results indicate that 275 had passed and 28 failed and 108 candidates were notified of the test but did not appear. Once the process is completely closed, the Chief will provide specific details and final results to the Commission.

Chief Hayes-White announced that San Francisco will be the recipient of significant Homeland Security grants under the UASI (Urban Area Security Initiative). The City will receive $28 million, with $7.2 million awarded to the Fire Department. The grant is for training, regional exercises, equipment and a portion for administrative oversight. San Francisco will be receiving an additional $26 million in FY 2004-05, and $60 million in FY 2005-06. At this time, the funds are being managed by the Office of Emergency Services and its Acting Director, Battalion Chief Richard Shortall, is on loan from the Fire Department.

Chief Hayes-White provided an update on the progress of the EMS Workgroup Configuration. She pointed out that the meetings brought together a diverse group of individuals with diverse opinions, all subject matter experts, attempting to resolve some difficult issues. Participants included representatives from the Black Firefighters, Asian Firefighters, United Fire Service Women, Local 790, Local 798, San Francisco Chief's Association, EMS Officers Association and the Controller's Office. The group is examining different configurations and attempting to identify the optimum one for the members of the Fire Department as well as for members of the community.

Chief Hayes-White informed the Commission that she had attended her first Metropolitan Fire Chiefs Conference in Sacramento. Criteria for membership is based on being an active or retired Chief of a large metropolitan fire department in a city with a minimum of 250,000 residents and more than 400 paid firefighting members. She had enjoyed the interaction and exchange of ideas with the 105 attending chiefs and returned home with new insights and perspectives.

In closing, Chief Hayes-White wished to introduce Battalion Chief James Barden, a valued member of the Department, whom she selected as an acting Assistant Chief. In addition, she also selected Battalion Chief Audry Lee for an acting assignment at the Division level.

Discussion ensued with Commissioners asking questions on topics in her report and with the Chief responding.

Public Comment
John Darmanin declared that deactivating companies sets a bad precedent and deactivating a Rescue Captain possibly even breaks EMSA standards regarding the ratio of one field supervisor to every ten ALS units.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Retirement Certificates *[Discussion]*

Reported Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
Captain Russell J. Albano	Service	26	Jan. 02, 2004
Lieutenant Robert G. Blackburn	Service	34	Jan. 30, 2004

Chief Hayes-White presented Captain Albano with the Certificate. She provided a synopsis of his career: Captain Albano entered the Department in 1977, was promoted to Lieutenant in 1992, Captain in 1997 and in the year 2000 appointed Training Captain at the Division of Training's Treasure Island Training facility. During his career, Captain Albano assisted in the development of the Water Rescue Program and played an instrumental part in the development of the Water Rescue Manual, as well as writing the *Standard Operating Procedure Guides* for the Water, Scuba and Jet Ski Rescue Teams. He participated as an emergency medical services instructor and oversaw the H3 Firefighter/Paramedic cross training program. Captain Albano received a Letter of Commendation for his involvement in a water rescue under the Golden Gate Bridge, and was also awarded the Public Managerial Excellence Award Certificate of Merit from the Mayor's Municipal Fiscal Advisory Committee in 2001.

Captain Albano introduced and thanked his family, and remarked on his career. He noted that it seemed that it was only yesterday when he was involved in entry level tasks. In 1987, Captain Robert Fennel (ret.) and he began developing a water rescue team that became the first Aquatic Rescue and Response Team in the nation to be accredited by USLA (United States Lifeguard Association). He thanked the Commission for the opportunity to speak and felt that it provided closure to his career.

Chief Hayes-White presented Lieutenant Blackburn with the Certificate. She pointed out that Lieutenant Blackburn was part of a legendary family that had served the San Francisco Fire Department – his brother Franck Blackburn was a retired Division Chief and his brother Rich Blackburn retired as a Captain. Lieutenant Blackburn entered the Department in 1970 and had worked as a Lieutenant since 1984. He was assigned to Station 42 in 1972 and, basically, had never left there. Lieutenant Blackburn was known throughout the Department as one of the very best firefighters. Chief Hayes-White recalled that during the tragic death of Firefighter Mindy Ohler, a member of Station 42, Lieutenant Blackburn exhibited great leadership and compassion to the Ohler family as well as to the members of that station.

Lieutenant Blackburn thanked the Commission and the Chief for the presentation. He explained that he had worked 32 of his 34 years in the Fire Department at Station 42. He wished to thank everyone he had the privilege to work with, especially the members of Station 42, which he considered to be a very special and very busy company. Lieutenant

Blackburn thanked the Department and the City for providing him the opportunity for a wonderful and fulfilling career.

Public Comment
John Darmanin remarked that both Russ Albano and Robert Blackburn had been excellent officers, especially Captain Albano who, in his capacity as a training officer, brought much experience and talent to that position.

C. Special Presentation – Water Rescue ***[Discussion]***

Chief Hayes-White wished to comment on the Water Rescue Program, which she strongly supports; she is appreciative of the dedicated efforts of both its current and retired members, including Captain Albano and Captain Fennell. She referred to the recent Aquatic Multi-casualty Incident Drill at which the San Francisco Fire Department was the lead agency. The drill provided an opportunity to interact and establish a cooperative working relationship with the National Park Service, the U.S. Coast Guard, Presidio Fire, San Mateo Harbor Patrol, the California Highway Patrol and the Blue and Gold Ferry. She was proud to see the dedication and professionalism of so many of the Department's members, both on and off duty, working closely together.

Chief Hayes-White acknowledged Paul Chin, Assistant Deputy Chief, Fire Marshal, for his leadership and oversight of the Aquatic Rescue Committee. She proceeded to introduce the members of the Committee, who are all well-trained and dedicated instructors: Firefighter David Ritter, lead instructor, Firefighter Eric Tanimura, Firefighter Kristen Odlaug, Firefighter Rob Styles, Firefighter Kathryn Alba-Swanson and Firefighter Frank Hsieh, who would be giving the presentation; Chief Hayes-White also acknowledged Ray, Guzman, Captain, Rescue Water Craft, at Station 16.

Following Chief Chin's introduction, Firefighter Hsieh proceeded with the presentation. He thanked members of the committee for their dedication and teamwork and acknowledged Lieutenant Fennel, Captain Albano and Captain Hentz for their guidance.

A copy of the presentation is attached. An audiovisual version will be posted on the Fire Commission website – www.sfgov.org/firecommission

Commissioners thanked Firefighter Hsieh for the excellent presentation and proceeded to ask questions. Firefighter Hsieh, Captain Fennell and staff responded. Chief Hayes-White added that through the UASI Grant, approximately $300,000 had been allocated to the Water Rescue Program for updating the equipment and buying new wetsuits.

Public Comment
John Darmanin appreciated that the same level of training for Water Rescue would now be available to the Airport since the Water Rescue Team has standardized the training and had outstanding trainers and instructors.

5. PUBLIC COMMENT

John Darmanin reiterated his reference to cover-ups by the Department, especially those dealing with drinking at Station 14. He stressed that even if the events occurred during the previous Administration, it was the responsibility of this Administration to investigate and resolve them.

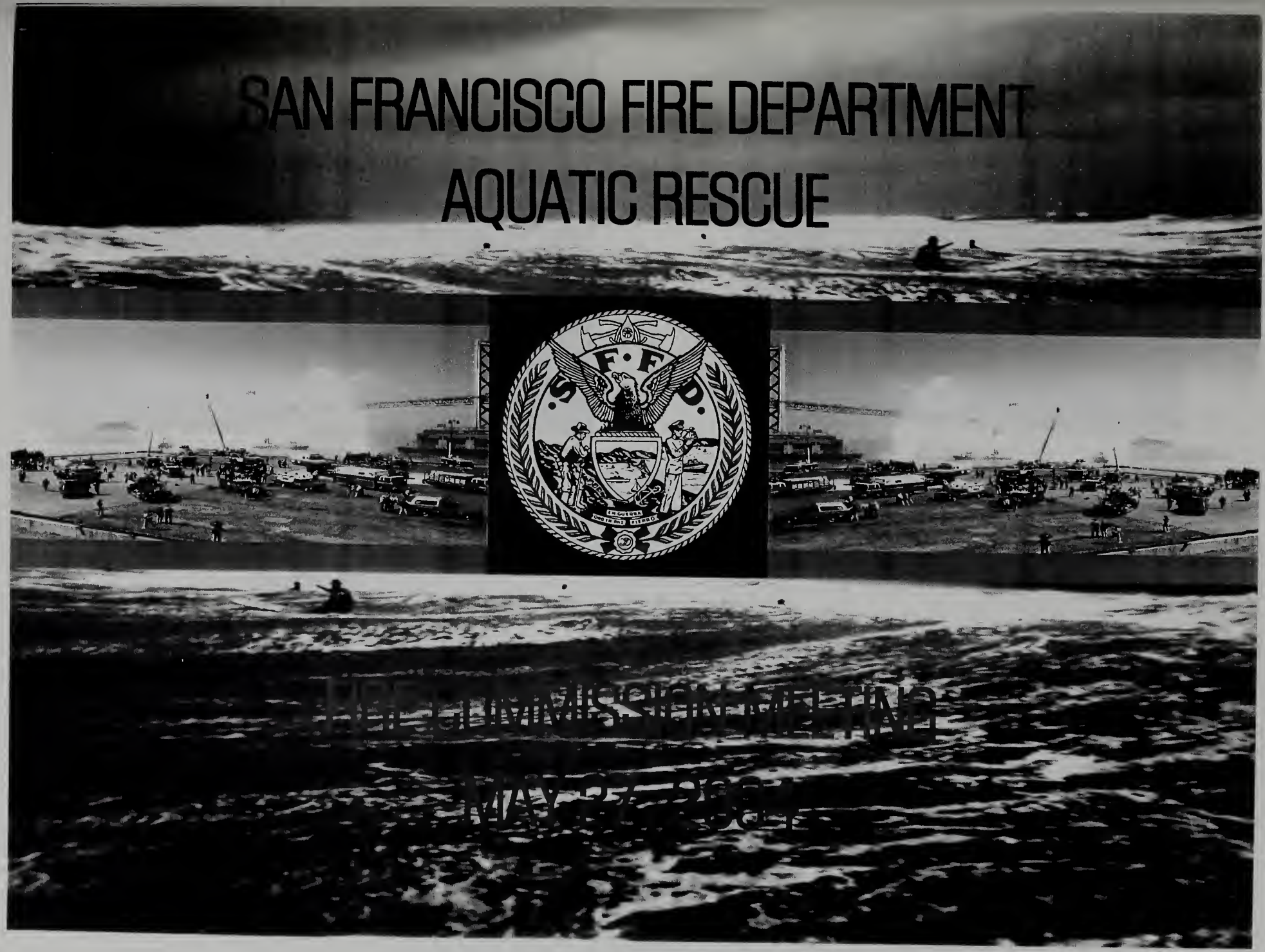
6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:00 p.m.

Tania Bauer
Secretary

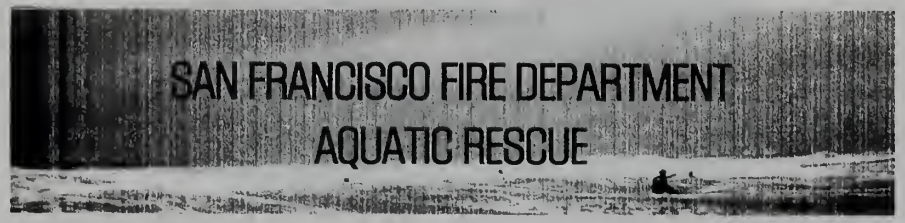
SAN FRANCISCO FIRE DEPARTMENT

AQUATIC RESCUE



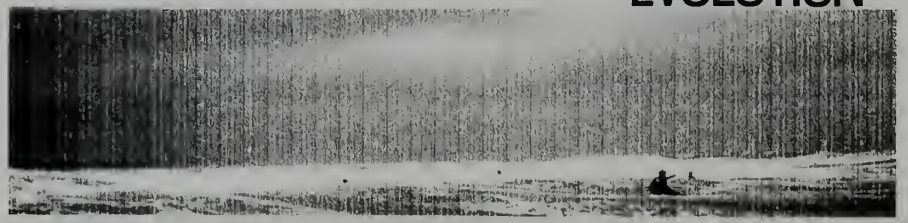
SAN FRANCISCO - OCEAN BEACH

1998 NAMED MOST DANGEROUS PUBLIC BEACH IN NATION



EVOLUTION - GEOGRAPHIC - EQUIPMENT - TRAINING - MUTUAL AID

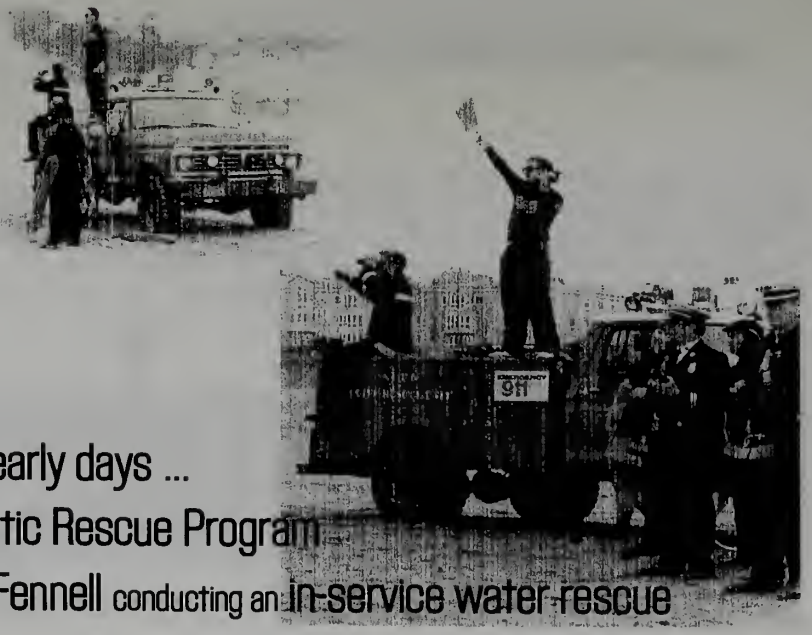
EVOLUTION



Capt. Bob Fennell Capt. Tom Ryan FF Mark Evanoff

Evolution ... 1986

a CORE group of fireman lead by Capt. Bob Fennell established the first SFFD Surf Rescue Team ...



The early days ...

Aquatic Rescue Program

Bob Fennell conducting an in-service water-rescue

Evolution ...

Everybody wanted to be a part of the Surf Rescue Team ...

So many that Capt: Tom Ryan & Lt. Bob Fennell initiated the

Red Cross Lifeguard Certification in 1987 ...

Evolution ... 1988

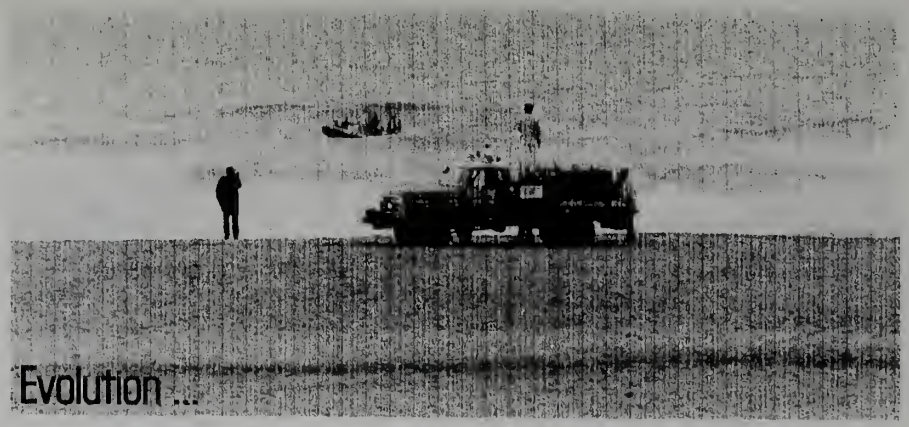
In a dramatic rescue off Ocean Beach, four Mitchell family members were rescued from the surf ... The Mitchell's donated funds to outfit the Aquatic Rescue Program ...

To this day, the Mitchell family continues to support the SFFD Aquatic Rescue Program, known as the "Artie Fund" ...

Evolution ... 1989

The **Aquatic Rescue expands** to six other fire stations ...
14, 18, 19, 23, 34 & 16 ...
Capt. Bob Jabs starts the **RWC Rescue Team** ...

*"Over 30% of **untrained** water rescuers drown performing rescues"*

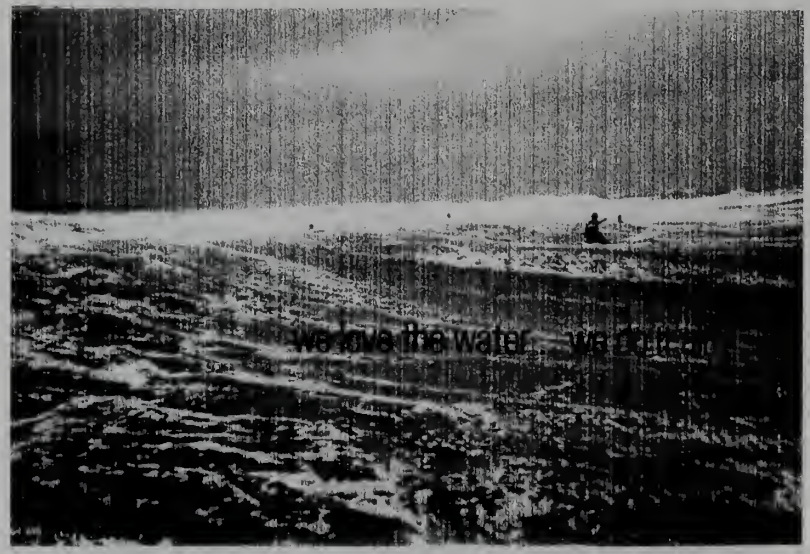


Evolution ...

The **Aquatic Rescue** program has **evolved** from grass roots ...

First in the USA !

to the **nation's first USLA Aquatic Rescue Response Team** ...



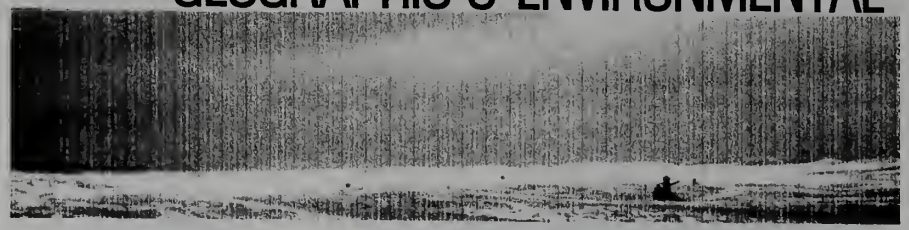
To this day, the **SFFD** provides in-house Aquatic Rescue training to its personnel & outside agencies in the Bay Area ...

1986 - 2004

Evolution ...

SFFD Aquatic Rescue Program - 18 years saving lives ...

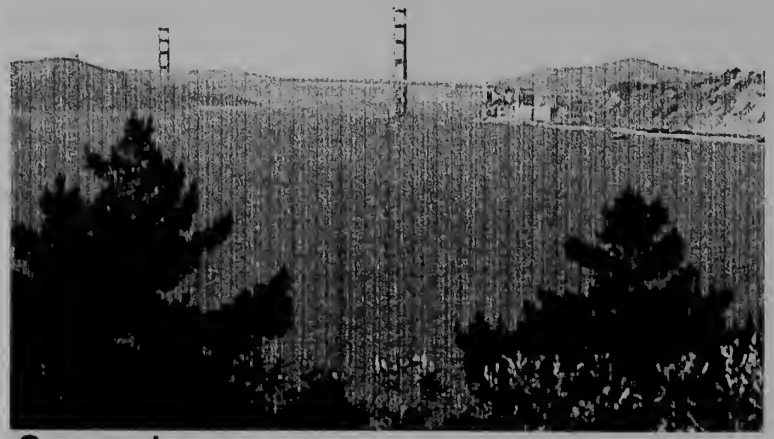
GEOGRAPHIC & ENVIRONMENTAL



SAN FRANCISCO

GEOGRAPHIC & ENVIRONMENTAL

"drowning is a leading cause of accidental death in the US, greater than that of fire." - Chris Brewster, USLA 2004



Geographic ...

San Francisco has 22 miles of coastline ...

OCEAN BEACH ...

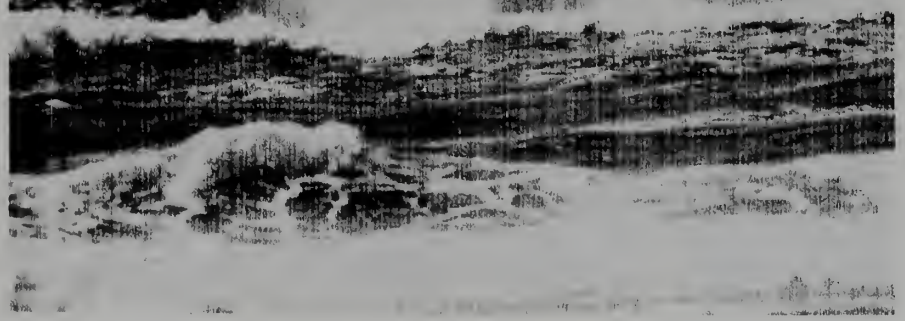
Over 2 million people use Ocean Beach every year ...

"*most dangerous public beach in the nation*" - Chris Brewster, ILF 1998

Average water temperature 51 degrees

Since 1990, 16 people have drowned at Baker & Ocean Beaches

In 1998, 7 people lost their lives at Ocean Beach



CLIFFS ...

San Francisco has dangerous coastal cliff areas

Land's End

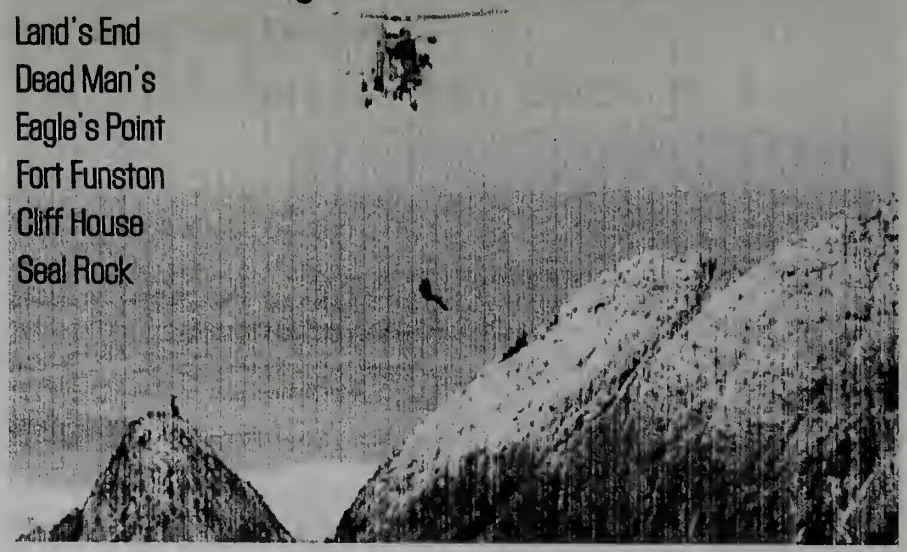
Dead Man's

Eagle's Point

Fort Funston

Cliff House

Seal Rock



TWO BRIDGES ...

Golden Gate Bridge

Bay Bridge

Since it opened in 1937, more than 1200 people have jumped to their deaths from the Golden Gate.

According due the Marin County Coroner, there is a suicide every two weeks. Probably more due to strong currents that wash bodies out to sea where they are never found

SF BAY ...

Is an active sea port and recreational area ...

Cruise Liners

Piers

Windsurfing and Sailing

Commuter ferries

Cargo ships

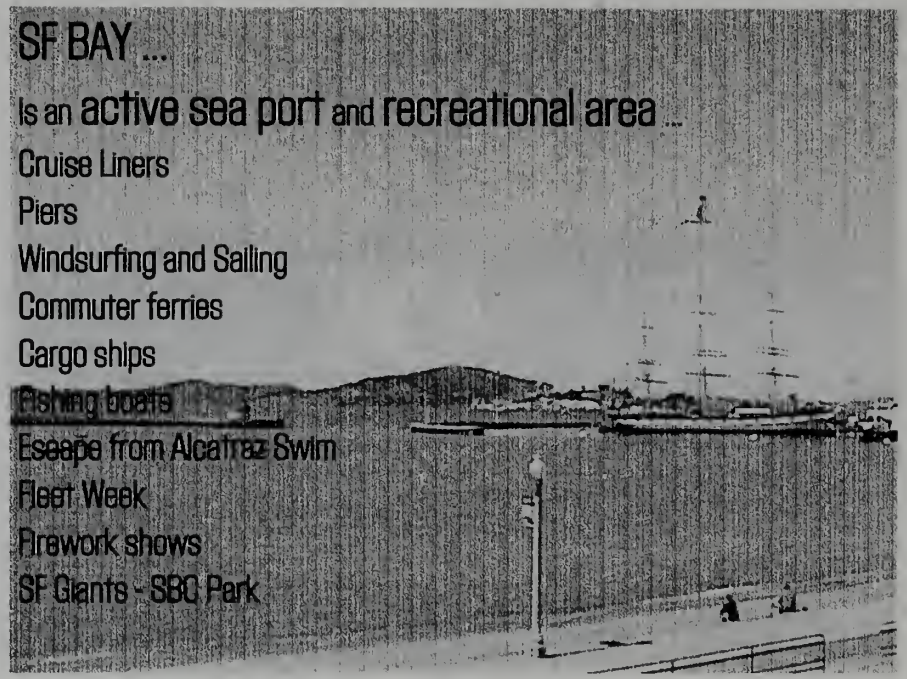
Fishing boats

Escape from Alcatraz Swim

Fleet Week

Firework shows

SF Giants - SBC Park



LAKES ...

Lake Merced

Stowman Lake

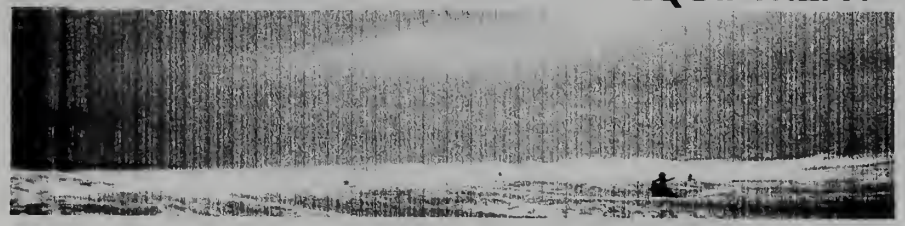
Golden Gate Park

SHARKS ...

Since 1950, over **79 Great White Shark attacks** have occurred in Northern California ...

7 fatal, including 1 fatal attack at **Baker Beach** in '59 ...

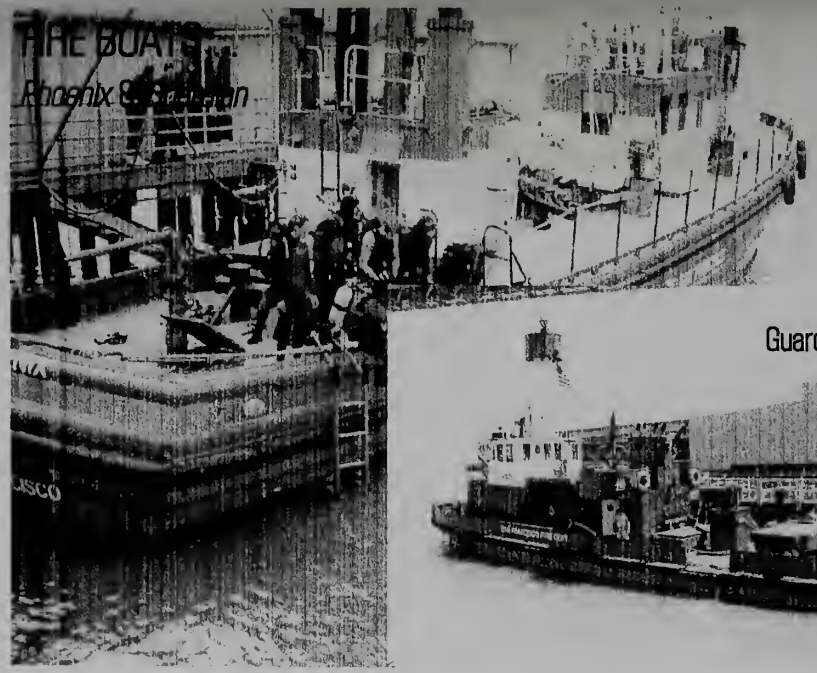
EQUIPMENT



EQUIPMENT

FIRE BOATS ...

Phoenix & Guardian



Guardian

SURF RESCUE 4X4'S ...

Ford F150 4x4

Ford F150 4x4 combo - Cliff & Surf Rescue

RESCUE WATER CRAFT ...

2 Honda RWC w/ Wahoo Rescue Sleds

Station 16

RWC donated by North America Honda

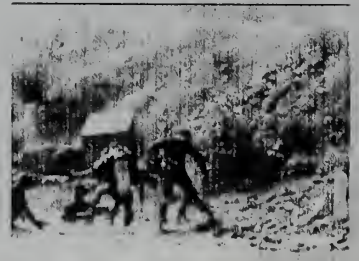
Capt. Ray Guzman continues to lead the RWC program with little to no cost to the SFFD

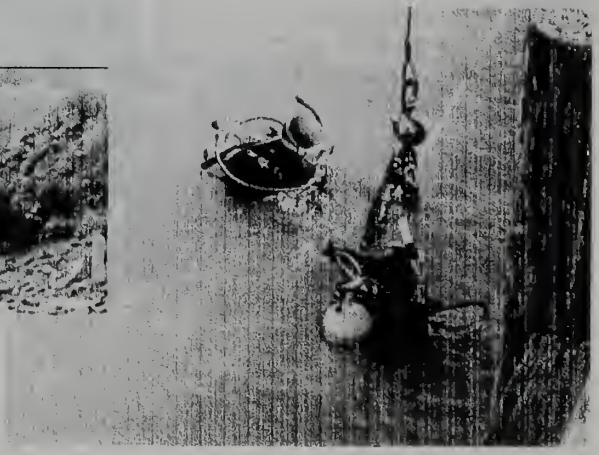
RESCUE SQUADS ...

Rescue 1

Rescue 2

Rescue Diving Operations



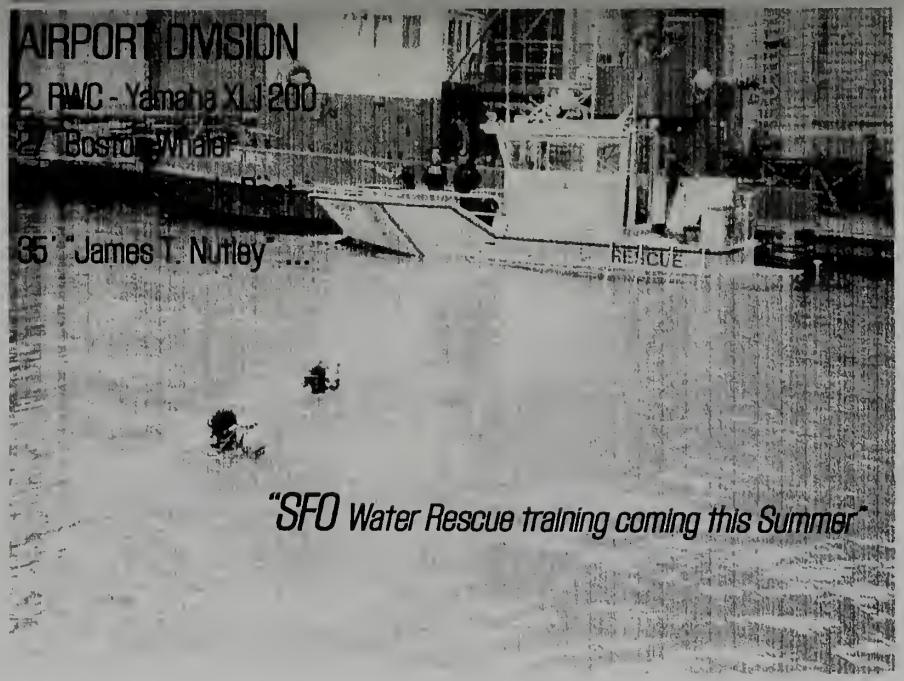


AIRPORT DIVISION

2 PWC - Yamaha XLJ 200

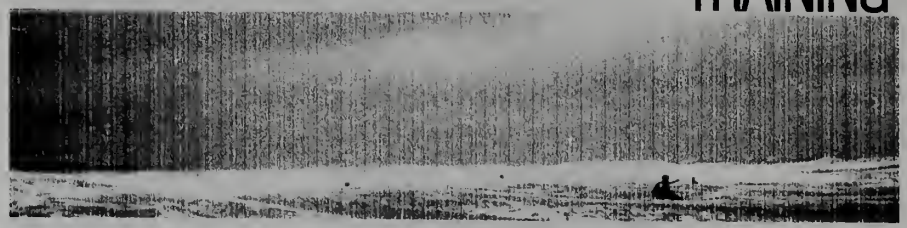
2 Boston Whaler

35' "James T. Nutley" ...



"SFO Water Rescue training coming this Summer"

TRAINING



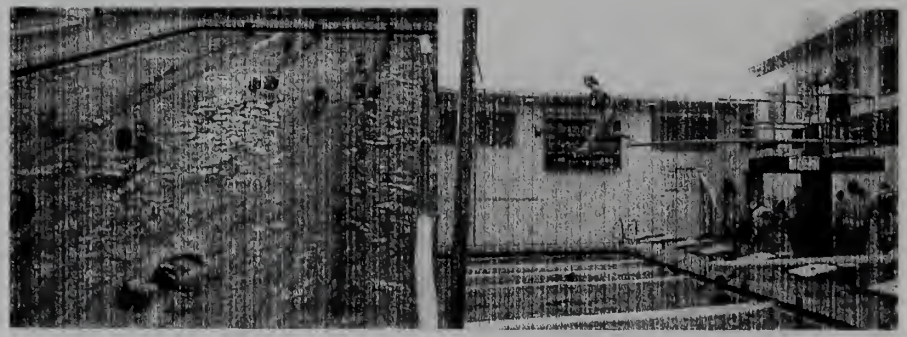
TRAINING

CHINA BEACH

ST. IGNATIUS POOL ...

Proficiency swim

Lifeguard techniques



Training ...

day one: aquatic rescue course

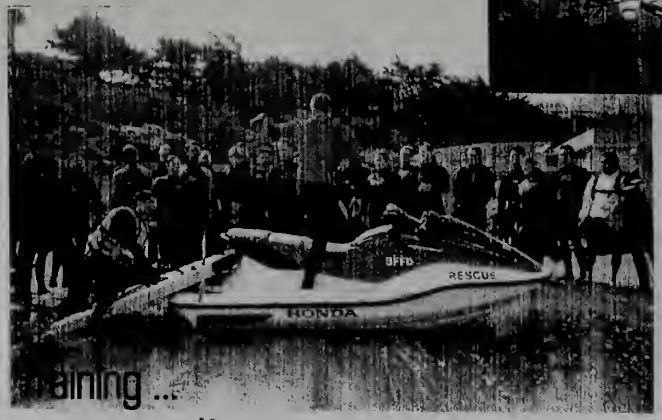
AQUATIC PARK ...

500 Meter Swim
Open water techniques
Currents & Tides

Training ...
day 2: aquatic rescue course

CHINA BEACH ...

Currents & Tides review
2 person rescues with equipment
RWC & RIB overview



Training ...
day 3: aquatic rescue course

CHINA BEACH ...

Training ...
day 3: aquatic rescue course

OCEAN BEACH ...

Day 4:
Overview of Ocean Beach
-Rips, Currents, Tides & hazards
4wd vehicle operations
4 practice stations
Day 5:
Final test
Mock rescues

Rescuer safety is our prime training objective

Training ...
days 4 & 5: aquatic rescue course

OCEAN BEACH
SFFD TRAINING COURSE

OCEAN BEACH
SFFD TRAINING COURSE

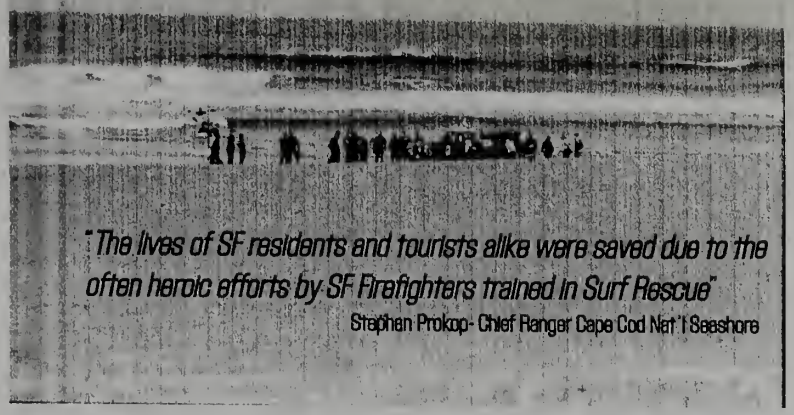
surf training

greg gubser SMHP

Training ...
day 4 & 5: aquatic rescue course

Training ...
cooperative training with the USPS ...

Training ...
K38 Rescue - RWC training at Half Moon Bay ...



"The lives of SF residents and tourists alike were saved due to the often heroic efforts by SF Firefighters trained in Surf Rescue"
Stephen Prokop- Chief Ranger Cape Cod Nat'l Seashore

Training ...
in-service training at Ocean Beach ...

"Great Training,excellent use of training aids and areas.
One of the better courses I've taken in my career" - Darby Reid (SFPD)

Training ...
April 26-30, 2004 Aquatic Rescue Class ...

"The ability of a rapid water rescue response ...
by trained SF Firefighters has meant the difference
between life and death ... along the SF coast." - Stephen Prokop -
Chief Ranger Cape Cod Nat'l Seashore

Feb 18, 2004 - Ocean Beach - Sailing Vessel capsizes off beach in heavy surf, two victims dramatically rescued by SFFD swimmers ...

March 15 , 2004 - Off-duty SFFD Surf Rescue swimmer makes rescue off Kelly's Cove - Ocean Beach

Recent Rescues ... 2004

MUTUAL AID

SFFD Aquatic Rescue Program

US PARK SERVICE

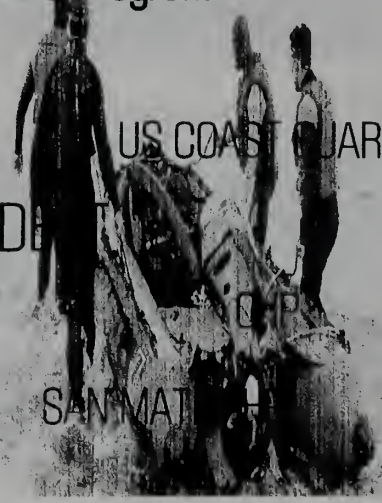
US COAST GUARD

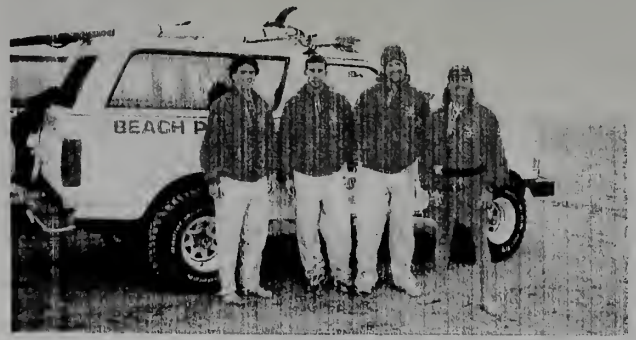
SF FIRE DEPT

SF POLICE

PRESIDIO FIRE

SAN MATEO





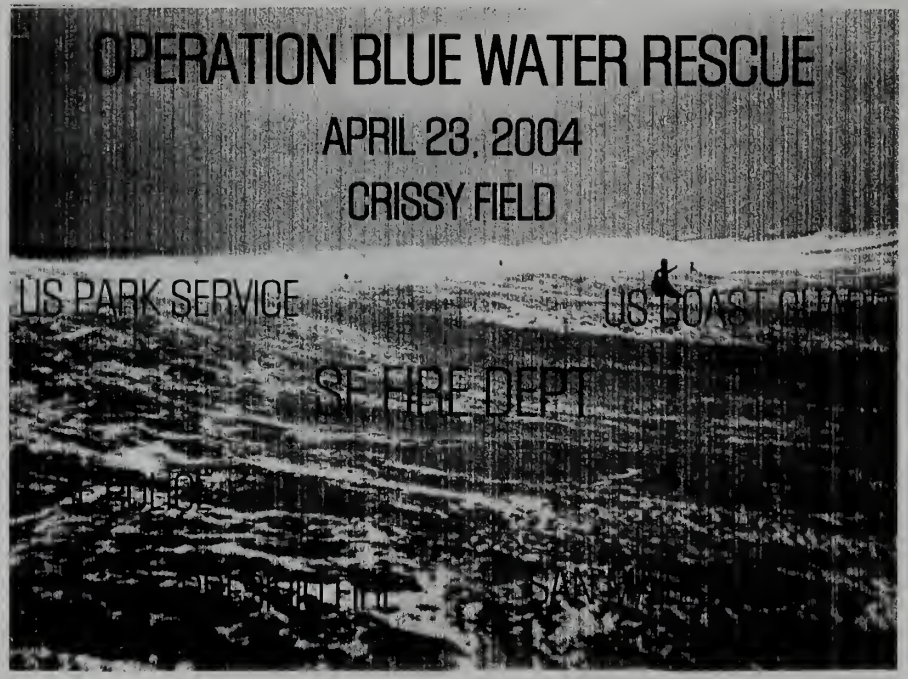
Mutual Aid ...

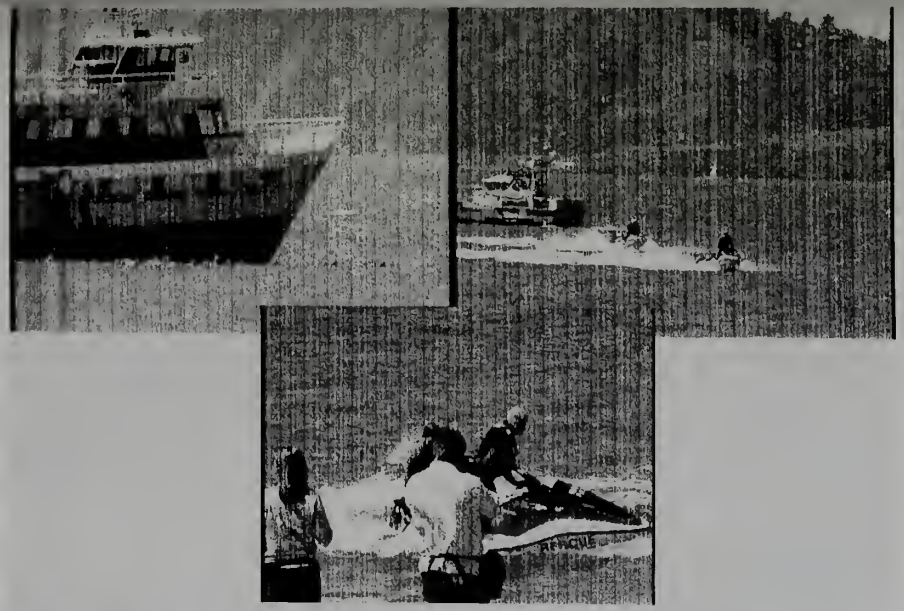
US Park Service - GGNRA

FACT: Since the 7 deaths in 1998, the beach patrol along with SFFD-ARRT has significantly reduced the number of unguarded drowning at Ocean Beach.

Mutual Aid in actio ark Service - GGNRA

Mutual Aid in action ... US Coast Guard





Mutual Aid in action ... Op. Blue Water Rescue

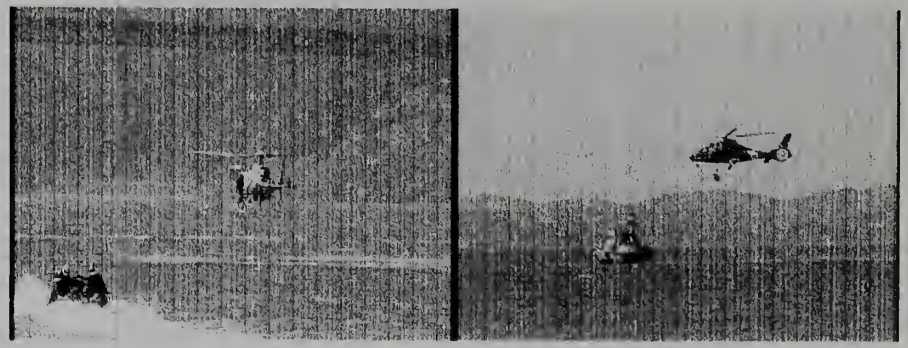
Mutual Aid in action ... Op. Blue Water Rescue

VICTIM TRIAGE

Mutual Aid in action ... Op. Blue Water Rescue

CHP

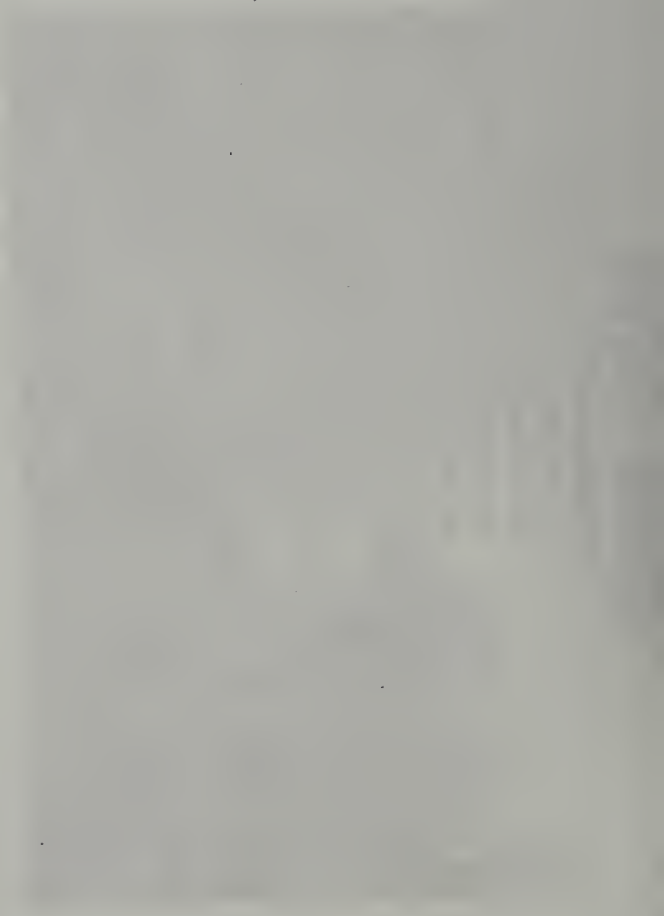
USCG



Mutual Aid in action ... Op. Blue Water Rescue

special thanks

SF Firefighters Local 798
"Artie" Fund
Capt. Bob Fennell(ret.)
Capt. Russ Albano
Capt. Jim Hentz(ret.)
Saint Ignatius College Prep
South End Rowing Club
US Park Service
US Coast Guard
SF Police Dept
CHP
San Mateo County Harbor Patrol
Jeff Wong
Jim Schelhing
SFFD Aquatic Rescue Committee
Designed by
Frank Hsieh & Todd Riesgo



FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Russell S. Roeca, *Commissioner*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-14

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – June 10, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.

JUN 22 2004

SAN FRANCISCO
PUBLIC LIBRARY

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Russell S. Roeca
Commissioner Clem Clarke
Commissioner Rosemarie Fernandez-Pifer

Federico J. Sanchez - Acting Chief of Department
Gary P. Massetani - Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly - Division of Airports
Glenn E. Ortiz-Schuldt - Division of Emergency Medical Services
Paul H. Chin - Division of Fire Prevention & Investigation
Thomas A. Siragusa - Division of Training

Chief Officers – Firefighting Services:

John J. Lee - Division 2 (Acting)
Aaron C. Stevenson - Division 3

2. **APPROVAL OF THE MINUTES** ***[Action]***

Regular Meeting of May 27, 2004, and Special Hearing of May 13, 2004.

Commissioner Fernandez-Pifer moved and Commissioner Nakajo seconded. Commissioner Roeca noted that he was excused at the meeting of May 27, 2004, for personal reasons. There were no further questions or discussion and the minutes of the Regular Meeting of May 27, 2004, were approved as amended.

Commissioner Roeca moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes of the Special Hearing of May 13, 2004, were approved as presented.

Public Comment
John Darmanin pointed out that the Minutes of the May 13, 2004 Special Hearing were not on the table and that they had been approved late and not within the timeline established by the Sunshine Task Force.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

Public Comment
John Darmanin requested that all items be removed from the Consent Calendar in order that he could provide public comment for each one.

A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during May 2004.

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Alger, Thomas E.	H30 Captain	Service	May 13, 2004
Comerford, Barry J.	H20 Lieutenant	Service	May 20, 2004
Pittson, Patrick K.	H20 Lieutenant	Service	May 16, 2004

(Retirement Certificates will be presented at Fire Commission meeting of August 26, 2004)

Discipline
Reporting the following disciplinary action:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Truck 6	30 calendar days	05-17-04 thru 06-15-04	Sec. 2825 (Temporary Officers) Sec. 3912 (Intoxicants & Drugs)

Including, termination held in abeyance for 3 years, 60 day suspension with 30 days credited for time in special program using personal leave time and fine of 30 day's pay

Discipline
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Truck 3	2	06-18-04 thru 06-19-04	Sec. 3915 (Proper Behavior) Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3919 (Unacceptable Language)

Leaves
Reporting leave of absence with pay for Lieutenant Edward B. Moy, Division of Training, for four days, June 7 through June 10, 2004, in order to attend an *Enhanced Exercise Design*

Course (G120) offered by the California Specialized Training Institute in Santa Cruz, California. Lodging and meals will be paid by the Homeland Security Grant. Lieutenant Moy will not be replaced.

Military Leave
Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Cuffe III, Frank Major	H2 FF	05-06-04 thru 05-16-04	11	US Army Res. San Diego, CA	Attend Annual Training

Public Comment
John Darmanin requested clarification again on the issue of listing names for disciplinary matters. He believed it to be inconsistent when names were listed at times and at other times only the rank of the member.

Commissioner Roeca moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 7	03-4-195	3/27/2004	620	A	File
Cause:	Trk 7 was not being properly positioned and was struck by a moving Muni streetcar				
Engine 40	03-4-196	3/31/2004	507	A	File
Cause:	Driver inattention - While backing into quarters, Eng 40 struck the firehouse (accident not reported; damage noticed next day)				
Engine 41	03-4-197	4/5/2004	536	C	File
Cause:	While responding with red lights and siren against the flow of traffic, Eng 41 sideswiped a taxi				
Engine 9	03-4-198	4/8/2004	597	C	File
Cause:	While responding with red lights and siren, Eng 9 did not gain control of the intersection and struck a civilian vehicle				

Engine 3	03-4-199	4/10/2004	544	B	File

Cause: After making a complete stop, driver of Eng 3 opened door into traffic lane and a recklessly driven civilian vehicle struck door of Eng 3 and fled the scene

Truck 18	03-4-200	4/11/2004	615	A	File

Cause: Driver and tiller inattention - While backing into quarters, Trk 11 struck diesel exhaust extractor; spotters were posted

Medic 7	03-4-201	4/19/2004	751	A	File

Cause: Driving skill deficiency - While backing alongside station, driver of Medic 7 backed into cyclone fence; spotters were posted but in the wrong location

Truck 11	03-4-202	4/19/2004	617	A	File

Cause: Tiller error - While backing into quarters, ladder of Trk 11 dented roof of a parked civilian vehicle; spotters were posted

POV Buick	03-4-203	4/20/2004	0	C	File

Cause: Driver inattention - Proceeding to Central Shops to pick up apparatus, driver struck the rear end of a civilian vehicle that had slowed down

Medic 17	03-4-204	4/21/2004	743	A	File

Cause: Driver inattention - Driver of Medic 17 did not secure apparatus properly and while treating patient inside building, Medic 17 rolled downhill and struck a civilian vehicle, injuring the driver and passenger

Medic 28	03-4-205	4/23/2004	748	A	File

Cause: Driving skill deficiency - While backing into quarters, Medic 28 struck Eng 28; no spotters were posted

AWSS	03-4-206	4/23/2004	997	C	File

Cause: Driver inattention - Upon passing a double-parked truck, department vehicle pulled towards the curb and struck a civilian vehicle that had just exited a parking space

Engine 8	03-4-207	4/25/2004	512	A	File

Cause: Misjudged clearance - While responding with red lights and siren, Eng 8 stuck a civilian vehicle parked alongside the fire station

Engine 6	03-4-208	4/25/2004	530	A	File

Cause: Misjudged clearance - While making a right turn, Eng 6 struck an illegally parked civilian vehicle

Truck 3	03-4-209	4/25/2004	632	A	File

Cause: Tiller error - While backing into quarters, tiller operator turned steering wheel the wrong way

AWSS	03-4-210	4/29/2004	996	B	File

Cause: AWSS - While travelling on Lincoln Way, department vehicle was struck by an SUV that fled the scene

Medic 38	03-4-211	4/30/2004	744	A	File

Cause: Driver inattention - While backing into quarters, Medic 38 struck a civilian vehicle parked in the bay; no spotters were posted

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Public Comment

John Darmanin recommended that the Department invest $30,000 in an EVOC (Emergency Vehicle Operation Course) train-the-trainer program to alleviate the high cost associated with vehicular accidents involving Department personnel and property.

Commissioner Roeca moved and Commissioner Fernandez-Pifer seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from May 21, 2004 through June 3, 2004:

1. From William Pruzan, in reference to a fire on Greenwich Street on May 23, commending the firefighters for their efficiency in preventing a major fire and noting that if there had been a rotational closure the damage to lives and property would have been huge. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

2. From Nancy Olmsted, enclosing copies of 50th anniversary brochure on the fireboat Phoenix and hoping for a combined anniversary of the 1989 Loma Prieta earthquake

with recognition of the Phoenix that saved the Marina. Copy: each Commissioner, Chief of Department, Public Information Officer and Deputy Chief, Administration.

3. From Richard Kay, objecting to the possible sale of Old Station 21, a registered landmark and historically the most significant building in the neighborhood, and urging the promised restoration of the firehouse. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

4. From Michelle Welch, pleading for Old Station 21 not to be destroyed and suggesting that SFFD Fire Museum be moved to this historic cite. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

5. From Allen Klein, concerning possible sale of Old Station 21and urging the City and Department to keep its promise of restoring the historic firehouse and sharing it with the community. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

6. From John Dallas, opposing the sale of Old Station 21, oldest firehouse owned by the City and a historic landmark, and urging that the Commission not approve the sale and instead restore the landmark and make it available for community use. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

7. From Kathy Halliburton, noting that the sale of Old Station 21 would be a huge loss not only to the neighborhood but to all who have a passion for San Francisco and suggesting that more funds could be raised in addition to the $20,000 for restoration. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

8. From David Blumberg, approving the sale of Old Station 21, stating that the City faces a major deficit and preferring the sale and future development. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

9. From James Corrigan, requesting immediate disclosure of CAD data indicating that Engine 20 arrived at scene of 35 Skyview fire in three minutes and four seconds and any correspondence associated with this incident. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

10. From John Darmanin, inquiring about the docket provided to the Commission prior to a Commission meeting and asking that it be provided to him at Commission meetings or supplied to him. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

Public Comment

John Darmanin noted that he had requested a docket that was identical to the ones received by the Commission and the Chief to be available in the Commission room. The Secretary had responded that he could either review a copy in the Commission Office or request a copy and pick it up from that office.

Commissioner Roeca moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 3.C. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department, including Budget, Contract Negotiations with Local 798, and overall Department operations.

Fred Sanchez, Acting Chief of Department, provided the report. He informed the Commission that letters had been sent to candidates for the 109th class, which is to start on August 2nd. Additionally, nine Acting Battalion Chiefs had been announced by the Chief of Department in an effort to place members in more permanent positions. He asked Gary Massetani, Deputy Chief, Administration, to provide an update on the budget and on labor negotiations.

Chief Massetani noted that the Department had a shortfall of $6 million in FY 2003-04. The Department has worked with the Controller's Office to receive a supplemental of $3.4 million and enough was received from the Airport after a KMPG audit to mitigate the issue.

Furthermore, the Department submitted its FY 2004-05 budget to the Mayor who forwarded a balanced budget to the Board of Supervisors on June 1st. The Department had a shortfall of $21.7, which did not include any consequences from the MOU with Local 798. The Department addressed the sale of properties to accrue revenue and included Old Station 21, for $650,000, Old Station 4 for $500,000 and 2350 -19th Avenue for $2.5 million. Further revenues came from Bureau of Fire Prevention for $887,000, which included $387,000 from the Plan Review and Inspection Division and $500,000 from false alarm fees.

In addition, the Department will be providing fire and emergency medical services to the Hunters Point Naval Shipyard, under a contractual agreement, for $1.8 million per year. There have also been reductions in staffing, with nine FTEs returning from the Emergency Communications Department and three from the Jones Street Tank, producing savings of approximately $1.2 million. Chief Massetani stated that Homeland Security grant money was included in the FY 2004-05 Budget, which provided the Department with one Assistant Deputy Chief and three H20 Lieutenant positions. He informed the Commission that progress was being made with the Local 798 labor negotiations. Through weekly meetings, numerous issues have been resolved. Of the remaining 22, issues most are close to resolution but four major issues are still unresolved.

Discussion ensued with Commissioners asking questions and Chief Sanchez and Chief Massetani responding, with Commissioner Nakajo requesting a breakdown of gender and ethnicity regarding the new Battalion Chief appointments. Commissioner Nakajo also reminded the Department that members of the community surrounding Old Station 21 wrote and came before the Commission, asking that the historic fire station remain in the Fire Department as well as the property on 19th Avenue which was designated to a community non-profit in the Sunset District to provide services for the Chinese-American community. Commissioner Conroy wondered about the possibility of rotating outages. Chief Sanchez replied that a $9 million cost saving had been included in the budget but no details were available yet since MOU negotiations could affect the outcome.

<u>Operations Report</u>
Chief Sanchez reported that there were two greater alarms and one third alarm fire, and 32 working fires in the period of May 12 through June 10, 2004, with $300,000 in property damage, $20,000 in content damage and $5,000 exposure property damage. There were no

civilian injuries or civilian casualties, with several firefighter injuries, and no one was displaced.

Chief Sanchez provided some details on the BioTech Conference recently held in San Francisco. The Department's Special Operations Unit, in conjunction with the Police Department, had prepared an operations plan, which he described in detail, recounting how Chiefs and various units were deployed. That a minimum disruption was experienced by San Francisco as compared to other cities, can be attributed to the extremely well coordinated plan.

Furthermore, Chief Sanchez noted that the most recent Highrise Drill had received extensive and advanced planning. The Department was fortunate to have the services of Curtis Massey, national expert on pre-fire plans, who volunteered to come to San Francisco and provide three days of training. Mr. Massey also provided critique after the drills. Chief Sanchez commended Chief Siragusa, Director of Training, for well planned and well executed exercise. In addition, the Airport Division held its second Triannual Training and he commended Chief Casserly on the results.

EMS Report

Glenn Ortiz-Schuldt, Assistant Deputy Chief, EMS, asked Chief Fazackerly to provide the report. Chief Fazackerly addressed the following; (1) *Paramedic Service Provider Agreement* – the Memorandum of Understanding between the Emergency Medical Services Section of the Department of Public Health, which oversees EMS response in the field, and the Fire Department regarding certain regulatory issues has been signed. (2) *Medical response unit staffing* was excellent with nineteen 24-hour ambulance staffed around the clock and H1 units staffed at two ambulances per day. Average daily deployment on the first response apparatus was 25.5 ALS engines per day. (3) *Risk Management and mitigation* – 12 unusual occurrence reports were logged during the month, with seven already investigated and closed and none of the incidents were of a critical nature. (4) *McMillan Sobering Center* – 45 patients were transported by Fire Department ambulances to the facility during the Month of May. All cases had no observed or reported negative outcomes and no observed or reported inappropriate triages of patients to the center. (5) *Zoll Cardiac Study* – the study is in motion and preparation is proceeding for initiation on July 1st, which had been delayed due to new technology being incorporated into the monitor/defibrillator items. (6) *HIPPA* – the Department has experienced good compliance with the privacy laws and implementation of the full program is progressing smoothly. Information requests, Sunshine disclosures, subpoenas are all being tracked and catalogued by the Compliance Officer since record keeping and disclosure accountability are an important function to EMS and all are well documented and secure. (5) Multi-casualty incidents - none during the month of May.

Chief Ortiz-Schuldt provided a brief overview of the EMS vision or reconfiguration process. The process was called for by Chief Hayes-White and entails examining the Department's resources and evaluating how they can be deployed in a more efficient fashion. The process started with internal meetings attended by the Chief of Department, the two Deputy Chiefs, the two EMS Chiefs, the two Medical Directors and the PIO. The premise was that it has been almost seven years since the merger and it was time to examine the system that had developed and, perhaps, reshape it.

The group believed that there needed to be some fundamental presumptions to provide underpinning to the system: (1) Delivery of quality patient care in an economically responsible fashion; (2) Sustainability of the system; (3) Provision of ALS care to patients in the field in a short time frame with the utilization of ALS engines. Chief Hayes-White had

made it clear that she wished to see all 42 engines become ALS at some point, possibly in two to three years.

Chief Ortiz-Schuldt related that eleven models emerged, with some being very costly and others too complicated. At this point, the EMS Section, DPH, and the Controller were asked to participate and four models were selected prior to moving to a wider venue. In late May, invitations were extended for participation to every representative organization in the Fire Department and the following organizations participated: the Black Firefighters Association, the Asian Firefighters Association, Los Bomberos, the United Fire Service Women, the Fire Chief's Association, the Firefighter/Paramedic Association, the EMS Officers Association.

Four basic models are being examined and will be further developed in terms of cost, feasibility and operations, with the transport tier as the main issue: (1) Fire Department transport; (2) no Fire Department transport, with transport contracted out to private agencies; (3) Partial contracting to private agencies of Code 2 or non-life threatening calls; and (4) Hybrid model, with the Fire Department maintaining a small fleet of ambulances staffed by highly trained, highly specialized personnel in areas such as technical rescue, and weapons of mass destruction, and all other cases transported by private agencies.

In conclusion, Chief Ortiz-Schuldt emphasized that there were three items that are common to all models: (1) Field supervision is critical; (2) Need for better fleet management from ECD in terms of dispatch; (3) Peak period staffing is critical to balance workload. He remarked that he would provide updates on progress over the next four weeks.

Discussion ensued with Commissioners asking questions and Chief Ortiz-Schuldt and Chief Fazackerly responding.

Public Comment
John Darmanin accused the Department of violating EMSA standards by deactivating a Rescue Captain and, thereby, breaking the prescribed EMSA ratio of one field supervisor to every ten ALS units. He believed that there has already been a negative occurrence from this practice.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Fire Commission Resolution 04-2 ***[Action]***

Approving Cooperative Agreement between the United States Navy and the City of San Francisco for the provision of Fire and Emergency Medical Services at the Hunters Point Shipyard

Gary Massetani, Deputy Chief, .Administration, related that this was a Cooperative Agreement between the United States Navy and the City and County of San Francisco regarding the Hunters Point Naval Shipyard, which encompassed an area of approximately 500 acres in the Southeast part of the City. He introduced Deputy City Attorney Michael Cohen who would provide a brief history of the project, the agreement and the transfer of property.

Mr. Cohen pointed out that the Cooperative Agreement before the Commission is actually part of a larger agreement, which is referred to as the Conveyance Agreement. For almost 14 years, the City has been negotiating with the Navy for the transfer of the Shipyard from the Navy to the San Francisco Redevelopment Agency. The current Agreement was finally signed this May. At the same time, in December of last year, the City culminated a parallel

five-year effort with the Redevelopment Agency entering into development agreements with its selected master developer for the Shipyard. For the first time in many years, the redevelopment of the Shipyard is a reality.

The Conveyance Agreement does not of itself transfer land but is instead a framework for the transfer of land that requires that once the Navy has remediated the property to levels consistent with its use, they will make it available to the Redevelopment Agency at no cost. The agreement primarily focuses on environmental issues but an important provision that the City fought for was a requirement that the Navy either provide or fund security and fire services until the bulk of the Shipyard was ready for transfer.

Mr. Cohen noted that this core principal, which was enshrined in the term sheet that was signed in 2000, made its way into the final Conveyance Agreement as a Cooperative Agreement and was the document before the Commission. He explained that a Cooperative Agreement functions somewhat like a grant: The Fire Department provides a scope of services for which it gets reimbursed up to a maximum of $1.8 million per year, for at least five years.

Mr. Cohen cited the unique elements of the concession that the City obtained from the Navy: Should the Navy not transfer parcels A, B, C and D, which is the bulk of where the economic development will occur, in that five-year period, they must keep funding the services provided by the Fire Department and, if they do not fund it, they must resume providing the service themselves. This becomes an important incentive for the Navy to try and meet its cleanup schedules. By federal law, the Cooperative Agreement can only cover land that is owned by the Navy, which means that as the parcels are turned over to the City there will be a pro rata reduction in the amount that Cooperative Agreement provides the Fire Department.

Chief Massetani provided an overview of the operational aspects of the Agreement and how the Fire Department plans to provide services. On a wall map, he indicated the Hunters Point area, consisting of 565 acres and falling into Battalion 10's district, for which the Department will provide fire, EMS and fire prevention services. In order to provide these services at $1.8 million, the Department would have a deficit, since it would require a full-time engine, possibly an ALS engine and the cost would be closer to $2.8 million. The Department discussed this with the Navy and they agreed that the service could be provided by two adjoining firehouses – Station 17 and Station 25. Chief Massetani stated that there was an existing fire station at the Shipyard, with the engine going out on 60 to 65 calls annually. The major problem is the water supply, which has little pressure, since the Navy had let the hydrant system lapse. In case of a *full box* or any *fire in the building* incidents, the Department will provide an attack hose tender with a 5"-hose to help mitigate any water shortfalls.

In closing, Chief Massetani related that the Fire Department plans to take over the existing fire station as funds become available since some renovation will be necessary. The Department's goal is to build a new fire station on the nine-acre parcel and, in the future, to have a full training facility with a place to house the fireboat in order to meet the maritime requirements of the area.

Discussion ensued with Commissioners asking questions related to release of hazardous material and the improvements in the water supply system, and with Deputy City Attorney Cohen and Chief Massetani responding.

Public Comment
John Darmanin objected to the resolution and the Commission's endorsement of it, especially its lack of an adequate water supply system. He asked that the Commission stipulate that asbestos/toxic materials must be cleaned up around the firehouse prior to SFFD responding from it.

Commissioner Roeca moved and Commissioner Clarke seconded. There were no further questions or discussion and Resolution No. 04-2 was adopted.

5. PUBLIC COMMENT

John Darmanin reiterated his reference to cover-ups by the Department, especially those dealing with drinking at Station 14. He stressed that even if the events occurred during the previous Administration, it was the responsibility of this Administration to investigate and resolve them, and asked for an independent investigation.

Commissioner Fernández-Pifer wished to report on the successful fundraising luncheon for the Equal Rights Advocates (ERA). She related that the Chief of Department was honored along with women in the Fire Department. The luncheon had an inspirational speaker in Congresswoman Eleanor Holmes-Norton. Commissioner Fernández-Pifer wished to thank Commissioners and all members of the Department, especially Chief Sanchez who helped coordinate the presence of the command staff. She, also, thanked the Black Firefighters Association, the Asian Firefighters Association, Local 798 and the United Fire Service Women for their attendance and support.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:10 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting - Thursday, June 24, 2004 – 4:30 p.m.

698 Second Street ▪ Room 221 ▪ San Francisco ▪ California ▪ 94107

Item No.

DOCUMENTS DEPT.

JUL 6 - 2004

SAN FRANCISCO PUBLIC LIBRARY

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Russell S. Roeca
Commissioner	Clem Clarke

Commissioner Rosemarie Fernández-Pifer was excused due to business reasons

Also Present
Jill Gillen, Deputy City Attorney
Tania Bauer, Secretary

2. PUBLIC COMMENT

There was no public comment

3. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of William and Amy Salazar, et al v. City and County of San Francisco (Superior Court, Case No. 318-098)

1. Commissioner Roeca moved for closed session and Commissioner Nakajo seconded. The Commission went into closed session at 4:40 p.m.
2. There was no public comment pertaining to the closed session.
3. The Commission reconvened in open session at 4:50 p.m.
   a. Commissioner Roeca moved and Commissioner Clarke seconded not disclose any action taken in closed session.
   b. Commissioner Roeca moved and Commissioner Clarke seconded not disclose any discussion held in closed session.

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:55 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Russell S. Roeca, *Commissioner*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-16

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – June 24, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.

JUL 6 - 2004

SAN FRANCISCO
PUBLIC LIBRARY

1104

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Russell S. Roeca
Commissioner Clem Clarke
Commissioner Rosemarie Fernandez-Pifer

Joanne M. Hayes-White - Chief of Department
Federico J. Sanchez - Deputy Chief, Operations
Gary P. Massetani - Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Paul H. Chin - Division of Fire Prevention & Investigation
Lorrie A. Kalos - Division of Support Services

Chief Officers – Firefighting Services:

Arthur W. Kenney - Division 2
Aaron C. Stevenson - Division 3

President Conroy moved item 4.B. forward on the agenda.

4B. Retirement Certificates ***[Discussion]***

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
Captain Donald L. Frediani	Service	30	Mar. 17, 2004
Lieutenant Michael S. Braida	Service	29	Mar. 13, 2004
Lieutenant James P. Kenyon	Service	30	Mar. 26, 2004
Dr. Deborah Owen	Ord. Dis.	11	Mar. 30, 2002

Chief Hayes-White congratulated the retired members and presented the Retirement Certificates. She recalled highlights of each retiree's careers, including the stations they started in, their assignments over the years, their special contributions and the houses they

retired from. Retirees noted that the time had flown and they had enjoyed working with everyone – chiefs, officers and firefighters.

Dr. Owen was not able to attend and will receive her Certificate on July 22, 2004

2. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of June 10, 2004.

Commissioner Clarke moved and Commissioner Fernandez-Pifer seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Reports
Submitting biweekly reports of Fire Department Physician concerning disability injuries, May 8 through May 21, 2004, and May 22 through June 4, 2004.

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Gonzales, Marcus A.	H40 Battalion Chief	Service	May 25, 2004
Gonzalves, Kevin J.	H40 Battalion Chief	Service	Jun. 02, 2004
Lee, Roland D.	H40 Battalion Chief	Service	May 15, 2004
Dunson, Jr., James A.	H30 Captain	Service	May 22, 2004
Leong, Brian	H28 Lieutenant, DOT	Service	May 24, 2004
Gibson, Bernard D.	H20 Lieutenant	Service	May 29, 2004
Passanisi, Richard A.	H20 Lieutenant	Service	Jun. 06, 2004
Klemme, Kenneth W.	H10 Incident Support Specialist	Service	May 24, 2004

(Retirement Certificates will be presented at Fire Commission meeting of October 28, 2004)

Discipline
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H3 FF/PM	Medic 7	6	07-07-04 07-08-04 07-10-04 07-11-04 07-13-04 07-14-04	Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3939 (Reporting Emergencies

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Truck 2	6	07-10-04 07-11-04 07-13-04 07-14-04 07-16-04 07-17-04	Sec. 3915 (Proper Behavior) Sec. 3919 (Unacceptable Language) Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3958 (Discrimination and Harassment Prohibited)

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Truck 14	6	To be served upon return to full duty	Sec. 3915 (Proper Behavior) Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3905 (Unfamiliarity with Rules)

Resignation

Reporting resignation of Temporary Exempt 7334 Stationary Engineer Hyon Chang, effective March 26, 2004. (Released from appointment. Started work 09-16-03.)

Leaves

Reporting leaves of absence with pay for the time period from February 2004 through May 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1934 Storekeeper	38
1	H1 Paramedic	14
20	H2 Firefighter	577
1	H3 Firefighter/Paramedic	40
1	H10 Incident Support Specialist	42
2	H20 Lieutenant	12
2	H33 Rescue Captain	13
	Total Number of Days with Pay	736

Reporting intermittent leaves with pay for the time period from March 2004 through July 2005 for the following:

1	1246 Principal Personnel Analyst	May 25, 2004 – Mar. 24, 2005
1	H2 Firefighter	Jul. 03, 2004 – Jul. 02, 2005
1	H2 Firefighter	Jul. 03, 2004 – May 03, 2005
1	H2 Firefighter	May 19, 2004 – May 18, 2005
1	H2 Firefighter	May 17, 2004 – May 16, 2005
1	H2 Firefighter	May 30. 2004 – May 30, 2005
1	H3 Firefighter/Paramedic	May 28, 2004 – May 28, 2005
1	H3 Firefighter/Paramedic	Jun. 01, 2004 – Jun. 01, 2005
1	H20 Lieutenant	Jun. 11, 2004 – Jun. 11, 2005

Reporting leaves of absence without pay for the time period from April 2004 through June 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
2	H2 Firefighter	355
1	H3 Firefighter/Paramedic	54
	Total number of Days w/o Pay	409

Military Leaves

Reporting approval of applications from two members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Lucha, Roberto SSG	H2 FF	06-06-04 thru 06-07-04	2	US Army Nat'l Gd. Fort Funston, CA	Attend Inactive Duty Training
Simon, Ramon SSG	H2 FF	06-06-04 thru 06-07-04	2	US Army Res. Dublin, CA	Attend Inactive Duty Training
		08-08-04 thru 08-09-04	2	US Army Res. Dublin, CA	Attend Inactive Duty Training

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 2	03-4-212	5/2/2004	529	A	File
Cause:	While backing into quarters, Eng 2 struck a vehicle parked in the apparatus bay; spotters were posted outside the firehouse				
Engine 36	03-4-213	5/4/2004	514	A	File
Cause:	Misjudged clearance - While making a right turn, Eng 36 struck a parked pickup truck				
Medic 14	03-4-214	5/5/2004	730	A	File
Cause:	While making a turn out of UCSF parking lot, Medic 14 struck mirror of a double parked civilian vehicle				
Engine 15	03-4-215	5/7/2004	510	A	File
Cause:	Driver inattention - While responding to unit dispatch and negotiating a tight turn, Eng 15 struck a parked civilian vehicle				
Medic 41	03-4-216	5/7/2004	753	A	File
Cause:	While backing out of CPMC ambulance bay, Medic 41 struck a cement wall				
Fire Reserve	03-4-217	5/8/2004	0	A	File
Cause:	Driver inattention - While backing fire reserve vehicle into parking position in the Division of Training tower, the fire reserve struck top of door				

Medic 8	03-4-218	5/12/2004	726	B	File

Cause: While responding to a medical call, Medic 8 ran over collapsible parking cone which disconnected electrical wires to the siren

Medic 10	03-4-219	5/22/2004	736	B	Bill

Cause: While pulling out of an emergency driveway, Medic 10 was struck by a civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from June 4, 2004 through June 17, 2004:

1. From William Keaney, SFPUC, Water Pollution Control Division, thanking Captain McHugh and Firefighters Cuddy, Kotaki and Kinkade for their efforts and dedication in making the PUC's 2004 Annual Children's day a big success. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

2. From Michael Casner, M.D., commending and thanking Captain John Forbes for an excellent job in assisting the mother in the delivery of a newborn child prior to the arrival of the Department's paramedics. Copy: each Commissioner.

3. From John Darmanin, requesting that the Public Review File or packet that is distributed to Commissioners be brought to Fire Commission meetings by the Secretary so that he can review it. Copy: each Commissioner, Chief of Department and Deputy City Attorney.

Commissioner Roeca moved and Commissioner Clarke seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department, including Budget, Contract Negotiations with Local 798, and overall Department operations.

Joanne Hayes-White, Chief of Department, referred to the recently released Grand Jury report and noted that she had just held a press conference to respond to a number of recommendations and concerns in the report. The report's primary topic was an analysis of

the merger of paramedics from the Department of Public Health into the San Francisco Fire Department. The Department has a 60-day period to respond and intends to do so. Chief Hayes-White stated that the main body of the document dealt with the merger with recommendations for improvement but there were several topics which indicated continuing concern for alcohol and drug use in fire stations. She reaffirmed at the press conference that this type of inappropriate behavior will not be tolerated by the Department.

Chief Hayes-White was proud to announce that the Local 798 has agreed in principle, since the contract still needs to be ratified by the membership, to random alcohol and drug testing. The contractual language still needs to be developed. Another item agreed upon was a 48.7-hour week, 31-day tour, which would provide a $3.1 million cost saving per year.

The Department is scheduled to appear before the Budget Committee, consisting of Supervisors Sandoval, Daly and Mc Goldrick, on Friday, June 25th. The format consists of Supervisor Sandoval asking the Budget Analyst to provide an overview of each Department's budget and then a question and response period with each Department head responding whether they agree or disagree.

In closing, Chief Hayes-White declared that this coming Saturday, June 26th, there will be a city-wide NERT (Neighborhood Emergency Response Team) drill starting at 8:30 AM at the Marina Middle School. She encouraged everyone to participate or attend the drill.

Discussion ensued with Commissioners asking questions and Chief Hayes-White responding.

Report from Administration

Gary Massetani, Deputy Chief, Administration, informed the Commission that at the upcoming Budget Committee hearing for the FY 2004-05, the Department will be responding to the recommendation of the Budget Analyst to additional cuts of $2.5 million in addition to the $21 million in cuts that the Department had transmitted to the Mayor.
These additional cuts encompass (1) a reduction of two battalion chief positions, that is, from ten battalion chiefs to eight battalion chiefs per day; (2) a reduction in truck companies from one officer and four firefighters to one officer and three firefighters which could save 20.25 FTEs if implemented; and (3) deletion of four officer positions on the fireboat the premise being that since the fireboat is housed at Pier 22 1/2 with Engine 35, one officer can handle both water and land incidents. The Department is in total disagreement with the Budget Analyst since a simultaneous response could occur.

A class of 48 H2 firefighters is ready to start on August 2, 2004. Sixty three letters were sent out and all responded except one or two. The Physician's Office has already completed 46 physical exams with the last 14 slated for next week. The Investigative Services Bureau (ISB) has completed all background checks. In addition, all 48 selected individuals are EMTs and 12 are certified paramedics, which could cut one or two weeks off the training and reduce costs.

In closing, Chief Massetani referred to a 24" main break on 3rd Street and Van Dyke during the night, with a 173 PSI, and noted that it did not compromise the AWSS system but did affect the Department's low-pressure hydrants and residential service in the area. He commended Assistant Deputy Chief Kalos, Support Services, for her excellent work at the incident site. Due to this, complete loss of water service was not experienced in the area and full service was restored by 7:00 AM.

Discussion ensued with Commissioners asking questions and Chief Massetani and Chief Hayes-White responding regarding staffing of trucks and fireboat and the elimination of currently unfilled positions.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

C. FY 2004-05 Annual Statement of Purpose *[Action]*

Commissioner Roeca provided an overview of each item of the Statement. He noted that he had modified the various items in the Statement and added a new one, namely, item 5, which deals with strategic planning. Commissioner Roeca believed it would encourage cohesiveness in the Department particularly during these difficult times.

Please note: A copy of the FY 2004-05 Annual Statement of Purpose is attached.

Commissioner Conroy asked for this matter to be continued to the meeting of July 8, 2004.

D. Rules of Order *[First Reading]*

Review and discussion of amended Rules of Order for the Fire Commission

Commissioner Conroy thanked Commissioner Clarke for her participation in amending the Rules of Order. The intent was to have them clearly communicate to the public the rules concerning participation in Commission meetings and how the public can get access to the written communications that the Commission receives. In addition, the rules include organization, meeting times and how minutes are handled.

Commissioner Conroy provided a few highlights on the revisions. Regarding *public comment,* the rules have been revised to indicate that there are two types of public comment. One is general public comment, usually the last item before adjournment, and the other is public comment on agenda items. Another change is that speaking time on items removed from the Consent Calendar has been reduced to two minutes per item since the Commission considers them to be routine and it is appropriate, therefore, to reduce the comment time.

Commissioner Conroy pointed out that *3.3 Audience Activity* has been added so that the Chair can have the audience refrain from undertaking activities that are distracting or disruptive to the meeting. Under *3.5. Addressing the Commission*, the Rules provide for a description of conduct or behavior that will not be tolerated by the Commission, and 3.5.1 specifically states that disorderly, contemptuous or insolent behavior toward the Commission or any member thereof, *or any member of the Department*, tending to interrupt the due and orderly course of a meeting will not be tolerated.

In closing, Commissioner Conroy noted that a large portion of the language in the earlier Rules has been left out since it was duplicative and used the language of the Sunshine Ordinance itself and there was no reason for repeating it.

Please note: A copy of the amended Rules of Order is attached.

5. PUBLIC COMMENT

John Hanley, President, San Francisco Firefighters Local 798, referred to the inferences in the Grand Jury's report about the union running the Fire Department. He wished to confirm that the Chief runs the Department and that the union does not want any part of this. Mr.

Hanley stated that there is a position for Local 798 in City government and that position is concerned with wages, hours and fair working conditions and that the citizens of San Francisco get fair treatment at the bargaining table. He praised the Chief for her leadership and noted that they are proud to support her even though sometimes they may not agree on issues.

Commissioner Fernández-Pifer noted that she and the other Commissioners appreciated the comments of the Leadership of Local 798. She believed that all the other leadership representing the various personnel organizations feel as supportive about the command staff. Commissioner Fernández-Pifer declared that as long as everyone can start on a positive note with the management of the Department, they will be able to address the issues indicated in the Grand Jury report. She added that many of the issues are not new, having been around a considerable time and, to the credit of the Chief and her command staff, many have been identified and work started prior to the issuance of the Grand Jury's report.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:05 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

ANNUAL STATEMENT OF PURPOSE

Fiscal Year 2004-2005

It is the responsibility of the Fire Commission to ensure that the San Francisco Fire Department effectively implements its Mission:

> *The Mission of the Fire Department is to protect the lives and property of the people of San Francisco from fires, natural disasters, and hazardous materials incidents; to save lives by providing emergency medical services; to prevent fires through prevention and education programs; and to provide a work environment that values cultural diversity and is free of harassment and discrimination.*

To this end, the Fire Commission will:

1. Set policy and support the administration to accomplish the mission of the department;

2. Support the administration's efforts to enhance and support the collaborative work of department membership and public stakeholders in the delivery of fire suppression, fire prevention and emergency medical services with the focus upon the common public good.

3. Encourage and support the administration to develop and implement systems to improve fiscal responsibility to enhance the budgeting process while maintaining and protecting essential public services including fire protection, fire prevention and emergency medical services.

4. Encourage and support the administration to develop an effective physical fitness and wellness program to promote the health, safety and welfare of the members of the department and the public.

5. Encourage and support the administration to develop as part of its overall strategic planning effective career development and promotion opportunities for the membership;

6. Actively encourage and support recruitment and education in the communities to bring highly qualified applicants to the Department who truly reflect the City's rich diversity;

7. Continue to work with the administration and City Attorney's Office to review and, where necessary, revise official Departmental Policy and Procedures; and

8. Contribute to the common good by conducting open meetings regularly and convening such additional meetings as deemed necessary to inform and educate the general public of the work of the Fire Commission and the San Francisco Fire Department.

Adopted at the Regular Meeting of the San Francisco Fire Commission on June 24, 2004.

_____

Tania Bauer, Commission Secretary

SAN FRANCISCO FIRE COMMISSION

Amended June 10, 2004

RULES OF ORDER

CHAPTER I – PUBLIC PARTICIPATION

Rule 1. Open Meeting Policy

It is the policy of the San Francisco Fire Commission to conduct all official business through open and public meetings consistent with the Ralph M. Brown Act and the San Francisco Sunshine Ordinance.

Rule 2. Public Participation Policy

It is the policy of the San Francisco Fire Commission to encourage and permit public comment on matters within Commission jurisdiction.

Rule 3. Public Comment

3.1. General Public Comment. Each regular and special meeting of the Fire Commission shall provide an opportunity at the appropriate place on the agenda for public comment. This is an opportunity for members of the public to directly address the Commission on items of interest to the public that are within the subject matter jurisdiction of the Commission. Members of the public may address the Commission for up to three minutes. The President, or the Commission, may limit the total testimony to 30 minutes, and may limit the time of each individual depending on the number of speakers. At the conclusion of such comments, the Commission may not lawfully take action to approve or disapprove a new proposal which is not on the agenda but may refer the proposal to a city official for review.

3.2. Public Comment on Agenda Items. The Commission also will provide for public comment on each item on the agenda. For all items except for items on the consent calendar, members of the public may address the Commission for up to three minutes. For agenda items on the consent calendar, which contains regular reports and other discussion items considered routine by the Commission, members of the public may address the Commission for up to two minutes.

3.3. Speaker Identification. Speakers at full Commission meetings and at any committee meetings, may be requested, but not required, to identify themselves and fill out cards placed near the public microphone.

3.4. Subjects Addressed. Persons addressing the Commission shall confine their remarks to the agenda item or question before the Commission, or to subject matters within the jurisdiction of the Commission if addressing the Commission during general public comment.

3.3 Audience Activity. Although the Commission welcomes public comment, persons in the audience shall not vocally express support or opposition to statements by Commissioners or by persons testifying. Thus applause and booing are both prohibited. Persons shall not bring signs into the chamber nor display signs in the chamber. Small signs, however, may be worn on clothing The Commission may request that persons refrain from other conduct that causes unreasonable distractions during the meeting.

3.4 Comment, Not Debate. During public comment periods remarks shall be addressed to the Commission as a whole, not to individual Commission members, and not to the audience. Commission members shall not enter into debate or discussion with public speakers during public comment. The President may request a city official to investigate an issue raised and later report to a committee or to the Commission. Neither Fire Department personnel, nor Commissioners or other speakers are required to respond to questions from a speaker. Commissioners may ask questions of public speakers to obtain clarification.

3.5 Addressing the Commission. Speakers must speak from the area designated by the Commission Secretary and speak clearly into the microphone. The Commission will not tolerate disruptive or inappropriate conduct. Speakers who use profanity or who engage in yelling, screaming, name-calling, or other disruptive or inappropriate behavior will be ordered to cease any such conduct and may be required to leave the meeting room. The President or Presiding Officer shall order removed from the meeting room any person who commits the following acts:

3.5.1 Disorderly, contemptuous or insolent behavior toward the Commission or any member thereof, or any member of the Department tending to interrupt the due and orderly course of said meeting;

3.5.2 A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting;

3.5.3 Disobedience of any lawful order of the presiding officer, which shall include an order to be seated or to refrain from addressing the Commission;

3.5.4 Any other unlawful interference with the due and orderly course of said meeting.

Rule 4. Written Communications

San Franciscans are encouraged to write to the Fire Commission concerning issues within the Commission's jurisdiction as set forth in Article IV of the San Francisco Charter. When written communications addressed to the Commission are received, the Secretary shall list them at the end of the next available printed agenda, except that commendations received by the Chief of Department may be attached to the minutes. Communications shall otherwise be kept and made available pursuant to the requirements of the Sunshine Ordinance.

CHAPTER II – MEETINGS TIMES AND ORGANIZATION

Rule 5. Meeting Times and Location

The Fire Commission shall hold regular meetings in the Commission Room at Fire Department headquarters, 698 Second Street, San Francisco, at 6:00pm on the 2nd and 4th Thursday of every month. The Commission shall not meet during the week after Thanksgiving, and shall not meet between December 24th and December 31st. Special meetings may be called at any time by the President of the Commission or by majority vote of the Commission members as specified in Section 67.6 of the Sunshine Ordinance.

Rule 6. Special Meetings and Closed Sessions

The Fire Commission may hold a special meeting at the call of the presiding officer or upon majority vote of the members. Special meetings may be held at the Commission Room, or at an alternate location, provided that a call and notice are provided as required by Section 67.6 of the Sunshine Ordinance. The Fire Commission may meet in closed session during a regular or special meeting only as specified in Sections 67.8 to 67.14 of the Sunshine Ordinance. The Secretary of the Commission shall post the action required to be reported after a closed session pursuant to the requirements of Administrative Code Section 67.12.

Rule 7. Commission President

The President shall call Commission meetings to order, preside at all meetings of the Commission and shall perform all other duties necessary or incidental to the office. The President may create such committees to perform such advisory functions as he/she shall determine, and may appoint and remove at his/her pleasure, members from such committees.

Rule 8. Commission Vice-President

In the absence or inability of the President to act, the Vice-President shall take the place of and perform the duties of the President.

Rule 9. Voting

Pursuant to San Francisco Charter Section 4.104, every official act of the Fire Commission shall be adopted by majority vote of the members, except that matters of procedure may be adopted by majority vote of the members present at a meeting, so long as the members present constitute a quorum;–Commission business shall be conducted only when a quorum is present. The term "quorum" shall mean a majority of the members of the Commission.

Rule 10. Order of Business

Meetings of the Fire Commission shall proceed as set forth in an official agenda issued by the Secretary of the Commission, except that the presiding officer may call items out of order for any reasonable purpose.

Rule 11. Secretary of the Commission

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Russell S. Roeca, *Commissioner*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-17

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – July 8, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL,** the following were noted present:

   President Paul A. Conroy
   Vice President Stephen A. Nakajo
   Commissioner Russell S. Roeca
   Commissioner Clem Clarke (Excused 7:30 p.m.)
   Commissioner Rosemarie Fernandez-Pifer (Arrived 6:15 p.m.)

   Joanne M. Hayes-White - Chief of Department
   Gary P. Massetani - Deputy Chief, Administration

   Assistant Deputy Chiefs – Staff:

   Patrick J. Casserly - Division of Airports
   Glenn E. Ortiz-Schuldt - Division of Emergency Medical Services
   Paul H. Chin - Division of Fire Prevention & Investigation
   Lorrie A. Kalos - Division of Support Services

   Chief Officers – Firefighting Services:

   Johnny R. Lo - Division 2
   Richard D. Bracco - Division 3

2. **APPROVAL OF THE MINUTES** ***[Action]***

   Regular Meeting of June 24, 2004, and Special Meeting of June 24, 2004.

   Commissioner Roeca moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes were approved as presented.

   Public comment
   John Darmanin stated that he did not see any correspondence between the Commission and the Sunshine Task Force listed under *Communications received by the Commission*, since he was aware that there was a determination sent to the Commission.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

Public comment
John Darmanin requested that all items be removed from the Consent Calendar in order that he could provide public comment for each one.

A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during June 2004.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, June 5 through June 18, 2004.

Discipline
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Station 19	2	05-27-04 thru 05-28-04	Sec. 3926 (Tardiness & Failure to Report)

Automatic Resignation
Reporting automatic resignation of H2 Firefighter Frank Prince, effective June 25, 2004. (Approximate length of service – nine years.)

Leaves
Reporting leave of absence with pay for Inspector William Bigarani, Bureau of Fire Prevention, for five days, July 12 through July 16, 2004, in order to attend *Fire Management 2E* class presented by Industrial Emergency Council, at San Carlos, California. Registration fee is $275, and is included in the budget. Inspector Bigarani will not be replaced.

Public Comment
John Darmanin noted that an item was listed as *Automatic Resignation* and he had not seen it before, was confused by what it meant and wished that there was a definition of it listed.

Commissioner Roeca moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from June 18, 2004 through July 1, 2004:

1. From James Vannucchi, Lieutenant, SFFD, thanking Chief Hayes-White for selecting him to an Acting Assignment in the rank of H-30 Captain but declining to accept it since there are fellow officers who hold seniority in rank due to merit. Copy: each Commissioner.

2. From Joseph Moriarty, Acting Battalion Chief, requesting permission for an exception to represent a Firefighter in an upcoming hearing, since as a recently appointed Battalion Chief he can not represent him, and as a former Captain he had prepared the case. Copy: each Commissioner, Chief of Department and Deputy City Attorney.

Public Comment
John Darmanin referred to a letter by Battalion Chief Moriarty requesting permission to represent a Firefighter in an upcoming hearing whose case he had prepared. Mr. Darmanin considers it setting a bad precedent and felt that it should be denied.

Ken Smith, Firefighter, Station 5, declared that if Battalion Chief Moriarty's request had been approved that it should stay approved, since he had prepared a case for a disciplinary hearing for a firefighter prior to being promoted, and it needed to be dealt with fairly.

Commissioner Roeca moved and Commissioner Nakajo seconded. There were no questions or discussion and Item 3.B. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

President Conroy moved item 4.E forward on the agenda.

E. Special Presentation – San Francisco Firefighters in Safety Education *[Discussion]*

Chief Hayes-White introduced Firefighter Aisha Krieger and acknowledged her efforts to reach out to the community to provide fire safety education, particularly to youth in grades K through 5 in the San Francisco Unified School District. Firefighter Krieger will provide an overview of the program that the Department is planning to implement this coming Fall.

Firefighter Krieger stated that she had put together the program to try to reach every child every year so that if every child had some fire safety education it would help firefighters to save them in emergency situations. She noted that she had received a great deal of support from Chief Hayes-White and the members of the Department. Firefighter Krieger acknowledged the great support she had received from the Alisa Ann Ruch Burn Foundation who not only donated all the coloring books and stickers for the children but also numerous hours of office support. She especially wished to recognize Rebecca Evans, President, for writing a FEMA grant that will continue to fund this program and take to other jurisdiction, and Jim Bosch, director for Northern California.

Firefighter Krieger explained the vision: Provide fire safety education to each child each year in grades K through 5, reflecting the diversity and multicultural nature of the San Francisco population with no cost to the taxpayer and to the Fire Department and accessible at no cost.

Furthermore, there was a great need for such a program since Fire Safety Prevention education was underdeveloped, and currently not existent, in the San Francisco Unified School District.

Firefighter Krieger recounted the accomplishments of the program to date: (1) reached 26 schools and over 7,000 children; (2) trained 40 volunteer firefighters to present program; (3) Created website and logo; (4) received donations of coloring books, stickers and bookmarks; (5) received translated information sheets in Spanish, Cantonese, Tagalog, Vietnamese and Russian; (6) taught prevention education program in Cantonese and

Spanish where needed; (7) created fire prevention songs for children to take home; and (8) cost the City $0.00.

Firefighter Krieger introduced Firefighter Sig Wallen who created a presentation in PowerPoint that she will be presenting to the children in schools, since it had been recommended that the presentations should be more visual. She had gathered photographs from various sources to visually explain difficult concepts. Firefighter Wallen previewed the presentation for the Commission.

Commissioner Conroy thanked Firefighter Krieger for the presentation to the Commission. Commissioners commended Firefighter Krieger and everyone involved on the excellence of the program.

Please note: A summary of the SFFISE program is attached.

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department, including Budget, and Contract with Local 798.

Joanne Hayes-White, Chief of Department, acknowledged the hard work of Gary Massetani, Deputy Chief, Administration, on the budget and believed that the Department was able to educate the Board's Budget Committee, consisting of Supervisor Sandoval, Chair and Supervisors McGoldrick and Daly. Two main issues were under discussion. The Board's Budget Analyst had recommended that both the tenth, which was deactivated in FY 2003-04, and a ninth Battalion be eliminated in FY 2004-05. The Department vigorously opposed this. The second issue dealt with the elimination of the officer on the fireboat. The Department gathered further information on the necessity of the fireboat officer and the Department's arguments were persuasive. Chief Hayes-White affirmed that it will be a difficult year and the budget will be monitored daily, especially since WDOs will be capped at 15 and not deactivating more than three apparatus per day.

Chief Hayes-White provided some operational highlights. She noted that Chief Sanchez is out of town attending a Weapons of Mass Destruction conference. An H2 Recruit class, consisting of 48 members, will be starting on August 2nd under the direction of Assistant Deputy Chief Siragusa and the new training captain, James Connors. Chief Ortiz-Schuldt will review the progress on the EMS Workgroup Configurations. In addition, the Department is closely reviewing how it provides medical care since there are some issues of concern related to non-transport of patients that clinically should have been transported. The Department is working closely and collaboratively with both Dr. Katz, Director of Health, and Dr. Brown of the EMS Section, Department of Public Health.

The Homeland Security funding became effective July 1st and the Department has created four positions solely funded by these grants. Assistant Deputy Chief Al Quartaroli has been placed in the H51 position and interviews are proceeding for the three H20 Lieutenant positions.

Discussion ensued with Commissioners asking questions regarding cuts to the budget, the makeup of the 109th class and deactivation of Engine companies with Chief Hayes-White responding.

Report from Suppression

Gary Massetani, Deputy Chief, Administration provided the report. He indicated that there were over 7,984 incidents for the past month, including 21,000 responses by individual

apparatus. There were 33 working fires in 30 days with seven greater alarms, of which six were second alarms and third alarm. The Department responded to over 4,000 EMS Code 3 calls. Chief Massetani described in more detail two fires and a water rescue. In addition, he noted that disability leave (DP) is at its lowest point in some time and stands at 55 for the period of June 29 – July 2. At the same time last year it stood at 85 personnel on DP. The Department is currently averaging 75 personnel on DP on a monthly basis.

Report from EMS

Glenn Ortiz-Schuldt, Assistant Deputy Chief, EMS, related that the Department had responded to 5,863 incidents. Transports to the McMillan Stabilization Center have increased to 56 due to better targeting of patients best served by entry in the McMillan Center.

EMS response times were well within the recommended goals and guidelines for arrival of the first Paramedic on the scene and arrival of the transporting paramedic for both Code 3 and Code calls. The Department is working toward the goal of four minutes and thirty seconds for the first actual piece of apparatus on the scene, which is qualified or characterized by a defibrillator. The Department's arrival is nine out of ten times within the four minutes and fifty-five seconds guideline and is the only county in the state which sets and makes that guideline. ALS Engine staffing was excellent for the month with an average of 26 ALS engines per day.

The Performance Management Unit logged 18 unusual occurrences, with some incidents of non-transports. Chief Ortiz-Schuldt noted that this was an alarming rise in non-transports, which means that either an ambulance or an ALS engine company responded to a call and for some reason did not transport the patient. He explained the ramifications and the steps taken by the Department to remedy this.

Public Comment

John Darmanin referred to the Local 798 contract, which is currently being ratified, and noted that non-fire suppression personnel were granted four floating holidays last year under the old contract but the new contract did not grant them. He considered this to be unfair and the basis for future litigation.

Ken Smith suggested that in order to have more qualified and diverse applicants, especially females, the CPAT should be opened up to any one who wishes to take it for a small fee, perhaps $50, and become certified in San Francisco and that written test be given later. He believed that the pool of female applicants would be larger and they could be better informed of steps they would need to take and master so that could become firefighters.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Suspension Appeal Hearing *[Action]*

In accord with Section 4001 of the Rules and Regulations, reporting that Firefighter Robert Arzave, Truck 2, has appealed his six-day suspension for the period July 10, 11, 13, 14, 16 and 17, 2004. Firefighter Arzave was suspended for violating the following Rules and Regulations, as posted on the agenda of 06-24-04.

Section 3915 – Proper Behavior
Section 3919 – Unacceptable Language
Section 3922 – Acts Detrimental to Welfare of Department
Section 3958 – Discrimination and Harassment Prohibited

Commissioner Roeca moved and Commissioner Fernandez-Pifer seconded. There were no questions or discussion and the above hearing was scheduled for August 12, 2004, at 2:00 p.m.

C. FY 2004-05 Annual Statement of Purpose *[Action]*
(Cont'd from Meeting of 06-24-04)

Review and discussion of FY 2004-05 Annual Statement of Purpose

Commissioner Roeca moved and Commissioner Fernandez-Pifer seconded. There were no questions or discussion and FY 2004-05 Annual Statement of Purpose was adopted.

D. Rules of Order *[Action]*
(Cont'd from Meeting of 06-24-04)

Review and discussion of amended Rules of Order for the Fire Commission

Commissioner Roeca moved and Commissioner Nakajo seconded. There were no questions or discussion and the amended Rules of Order was adopted.

Public Comment
John Darmanin commended the Commission for amending its Rules of Order to better serve the public and to better clarify the Sunshine Ordinance as well as the Brown Act. He was disappointed that the Commission chose to restrict the time from three minutes to two minutes for public comment on items removed from the Consent Calendar.

5. PUBLIC COMMENT

James Vannucchi, Director, San Francisco Firefighters Local 798, was pleased to inform the Commission that on this day, July 8th, the members of Local 798 ratified the Memorandum of Understanding (MOU) between the City and County of San Francisco and Local 798, encompassing both units one and two. He added that negotiations were lengthy and thanked Chief Hayes-White and her staff for remaining focused on the essential elements of the contract.

John Darmanin referred to the *Mainline* and noted that John Hanley, President of Local 798, refrained from using the term "snitches" in his column in the *Mainline* but instead chose the term "malcontents", which Mr. Darmanin considered a better term than "snitches".

Ken Smith stated that it was confusing and disheartening to hear how Mr. Darmanin stated all the particulars of an on-going confidential investigation in a public forum. In addition, Mr. Darmanin has appeared on camera and made statements in the newspapers that stations should be closed and yet stated tonight, in this forum, that he is disappointed about brownouts.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:50 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
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ANNUAL STATEMENT OF PURPOSE

Fiscal Year 2004-2005

It is the responsibility of the Fire Commission to ensure that the San Francisco Fire Department effectively implements its Mission:

> *The Mission of the Fire Department is to protect the lives and property of the people of San Francisco from fires, natural disasters, and hazardous materials incidents; to save lives by providing emergency medical services; to prevent fires through prevention and education programs; and to provide a work environment that values cultural diversity and is free of harassment and discrimination.*

To this end, the Fire Commission will:

1. Set policy and support the administration to accomplish the mission of the department;

2. Support the administration's efforts to enhance and support the collaborative work of department membership and public stakeholders in the delivery of fire suppression, fire prevention and emergency medical services with the focus upon the common public good.

3. Encourage and support the administration to develop and implement systems to improve fiscal responsibility to enhance the budgeting process while maintaining and protecting essential public services including fire protection, fire prevention and emergency medical services.

4. Encourage and support the administration to develop an effective physical fitness and wellness program to promote the health, safety and welfare of the members of the department and the public.

5. Encourage and support the administration to develop as part of its overall strategic planning effective career development and promotion opportunities for the membership;

6. Actively encourage and support recruitment and education in the communities to bring highly qualified applicants to the Department who truly reflect the City's rich diversity;

7. Continue to work with the administration and City Attorney's Office to review and, where necessary, revise official Departmental Policy and Procedures; and

8. Contribute to the common good by conducting open meetings regularly and convening such additional meetings as deemed necessary to inform and educate the general public of the work of the Fire Commission and the San Francisco Fire Department.

Adopted at the Regular Meeting of the San Francisco Fire Commission on July 8, 2004.

Ayes: Conroy, Nakajo, Roeca, Clarke, Fernández-Pifer

_____

Tania Bauer, Commission Secretary

FIRE COMMISSION
City and County of San Francisco

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RULES OF ORDER

CHAPTER I – PUBLIC PARTICIPATION

Rule 1. Open Meeting Policy

It is the policy of the San Francisco Fire Commission to conduct all official business through open and public meetings consistent with the Ralph M. Brown Act and the San Francisco Sunshine Ordinance.

Rule 2. Public Participation Policy

It is the policy of the San Francisco Fire Commission to encourage and permit public comment on matters within Commission jurisdiction.

Rule 3. Public Comment

3.1. General Public Comment. Each regular and special meeting of the Fire Commission shall provide an opportunity at the appropriate place on the agenda for public comment. This is an opportunity for members of the public to directly address the Commission on items of interest to the public that are within the subject matter jurisdiction of the Commission. Members of the public may address the Commission for up to three minutes. The President, or the Commission, may limit the total testimony to 30 minutes, and may limit the time of each individual depending on the number of speakers. At the conclusion of such comments, the Commission may not lawfully take action to approve or disapprove a new proposal which is not on the agenda but may refer the proposal to a city official for review.

3.2. Public Comment on Agenda Items. The Commission also will provide for public comment on each item on the agenda. For all items except for items on the consent calendar, members of the public may address the Commission for up to three minutes. For agenda items on the consent calendar, which contains regular reports and other discussion items considered routine by the Commission, members of the public may address the Commission for up to two minutes.

3.3. Speaker Identification. Speakers at full Commission meetings and at any committee meetings, may be requested, but not required, to identify themselves and fill out cards placed near the public microphone.

3.4. Subjects Addressed. Persons addressing the Commission shall confine their remarks to the agenda item or question before the Commission, or to subject matters within the jurisdiction of the Commission if addressing the Commission during general public comment.

3.3 Audience Activity. Although the Commission welcomes public comment, persons in the audience shall not vocally express support or opposition to statements by Commissioners or by persons testifying. Thus applause and booing are both prohibited. Persons shall not bring signs into the chamber nor display signs in the chamber. Small signs, however, may be worn on clothing The Commission may request that persons refrain from other conduct that causes unreasonable distractions during the meeting.

3.4 Comment, Not Debate. During public comment periods remarks shall be addressed to the Commission as a whole, not to individual Commission members, and not to the audience. Commission members shall not enter into debate or discussion with public speakers during public comment. The President may request a city official to investigate an issue raised and later report to a committee or to the Commission. Neither Fire Department personnel, nor Commissioners or other speakers are required to respond to questions from a speaker. Commissioners may ask questions of public speakers to obtain clarification.

3.5 Addressing the Commission. Speakers must speak from the area designated by the Commission Secretary and speak clearly into the microphone. The Commission will not tolerate disruptive or inappropriate conduct. Speakers who use profanity or who engage in yelling, screaming, name-calling, or other disruptive or inappropriate behavior will be ordered to cease any such conduct and may be required to leave the meeting room. The President or Presiding Officer shall order removed from the meeting room any person who commits the following acts:

3.5.1 Disorderly, contemptuous or insolent behavior toward the Commission or any member thereof, or any member of the Department, tending to interrupt the due and orderly course of said meeting;

3.5.2 A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting;

3.5.3 Disobedience of any lawful order of the presiding officer, which shall include an order to be seated or to refrain from addressing the Commission;

3.5.4 Any other unlawful interference with the due and orderly course of said meeting.

Rule 4. Written Communications

San Franciscans are encouraged to write to the Fire Commission concerning issues within the Commission's jurisdiction as set forth in Article IV of the San Francisco Charter. When written communications addressed to the Commission are received, the Secretary shall list them at the end of the next available printed agenda, except that commendations received by the Chief of Department may be attached to the minutes.

Communications shall otherwise be kept and made available pursuant to the requirements of the Sunshine Ordinance.

CHAPTER II – MEETINGS TIMES AND ORGANIZATION

Rule 5. Meeting Times and Location

The Fire Commission shall hold regular meetings in the Commission Room at Fire Department headquarters, 698 Second Street, San Francisco, at 6:00pm on the 2nd and 4th Thursday of every month. The Commission shall not meet during the week after Thanksgiving, and shall not meet between December 24th and December 31st. Special meetings may be called at any time by the President of the Commission or by majority vote of the Commission members as specified in Section 67.6 of the Sunshine Ordinance.

Rule 6. Special Meetings and Closed Sessions

The Fire Commission may hold a special meeting at the call of the presiding officer or upon majority vote of the members. Special meetings may be held at the Commission Room, or at an alternate location, provided that a call and notice are provided as required by Section 67.6 of the Sunshine Ordinance. The Fire Commission may meet in closed session during a regular or special meeting only as specified in Sections 67.8 to 67.14 of the Sunshine Ordinance. The Secretary of the Commission shall post the action required to be reported after a closed session pursuant to the requirements of Administrative Code Section 67.12.

Rule 7. Commission President

The President shall call Commission meetings to order, preside at all meetings of the Commission and shall perform all other duties necessary or incidental to the office. The President may create such committees to perform such advisory functions as he/she shall determine, and may appoint and remove at his/her pleasure, members from such committees.

Rule 8. Commission Vice-President

In the absence or inability of the President to act, the Vice-President shall take the place of and perform the duties of the President.

Rule 9. Voting

Pursuant to San Francisco Charter Section 4.104, every official act of the Fire Commission shall be adopted by majority vote of the members, except that matters of procedure may be adopted by majority vote of the members present at a meeting, so long as the members present constitute a quorum;–Commission business shall be conducted only when a quorum is present. The term "quorum" shall mean a majority of the members of the Commission.

Rule 10. Order of Business

Meetings of the Fire Commission shall proceed as set forth in an official agenda issued by the Secretary of the Commission, except that the presiding officer may call items out of order for any reasonable purpose.

Rule 11. Secretary of the Commission

The Secretary of the Commission shall call the roll at each Commission meeting, call each item on the agenda, and call and record all Commission votes by member. The Secretary shall assist the presiding officer as necessary to assure that meetings are orderly. The Secretary shall maintain a file of all written communications received by the Commission.

Rule 12. Commission Agenda

The Secretary of the Commission shall post an agenda before each meeting as required by Section 67.7 of the San Francisco Sunshine Ordinance. Each agenda shall specify the time and place of the meeting and contain a meaningful description of each item of business to be transacted or discussed.

Rule 13. Commission Actions

No action or discussion shall be taken on any item not appearing on the posted agenda, except as permitted under the exceptions set forth in Administrative Code Section 67.7. Members of the Commission may respond to statements made or questions posed by persons during public comment, ask questions for clarification, provide a reference to Fire Department staff or other resources for factual information, or request Fire Department staff to report at a subsequent meeting on an issue raised by public comment.

Rule 14. Minutes

The Secretary shall prepare minutes of each meeting and present them for approval at the following meeting. The Secretary shall prepare and post the minutes in compliance with the timelines and other regulations set forth in Administrative Code Section 67.16.

Adopted at the Regular Meeting of the Fire Commission on July 8, 2004
Ayes: Conroy, Nakajo, Roeca, Clarke, Fernández-Pifer

_____

Tania Bauer, Secretary

Executive Summary

Vision

- Provide fire safety education to each child each year (K-5)
- Reflect diversity, multicultural nature of the SF population
- No cost to either taxpayers or SFFD
- Accessible, at no cost, to all

The Need

- Fire Safety prevention education was underdeveloped in the SF Schools

The Goal

- To save lives and property thru prevention education
- Reach every public and independent school each year irrespective of income level or ethnic background

Accomplishments

- 26 schools and 6000 children
- Trained 40 volunteers
- Received donations of coloring books, stickers and bookmarks
- Received translated information sheets
- Cost to City = $0.00
- Taught prevention education program in Cantonese and Spanish where needed
- Created Fire Prevention songs for children to take home

Implementation

- Outreach to schools, assisted by SFUSD, AARBF, and SFFD
- Training of volunteers
- Multimedia, songs, website
- Materials available in multiple languages, reflecting the character of San Francisco
- Grants and Contributions from governmental and private donors
- Continual improvement of program through teacher, parent and peer review

This program is administered with the collaboration and support of the Alisa Ann Ruch Burn Foundation.

Program Vision

SFFISE provides a simple, comprehensive fire safety education program to San Francisco school children grades k-5. Two volunteer, off-duty firefighters visit each school annually with a half-hour fire safety program. Each child receives a coloring book, sticker, bookmark and CD as well as information to take home to share with their families. This helps to reinforce what they have learned as well as spread the knowledge to the entire family. As a result, the children become ambassadors of fire safety in their families and communities. All materials are provided in the primary three languages spoken in San Francisco: English, Spanish and Cantonese and some are available also in three additional languages: Tagalog, Vietnamese, and Russian. All materials are downloadable in all three languages at WWW.SFFISE.ORG. The entire program operates on a city/county budget of zero dollars, independent of public funding, and can be duplicated for free in any community.

The Need

Due to the devastating effects of the fire from the 1906 earthquake, coupled with dense population in old wood buildings in a geographically exclusive area, San Francisco employs one of the most extensive firefighting forces in an American city per square mile and has an independent water system dedicated solely to the purpose of fighting fire. In stark contrast, fire safety and prevention education in schools has been underdeveloped in San Francisco, Additionally, during budgetary cuts in 2001; the City eliminated the position of the one paid fire safety educator. As a result, there was no fire safety program in the San Francisco School District during the 2002-2003 school year.

SFFISE, in collaboration with the San Francisco Unified School District (SFUSD), the San Francisco Fire Department (SFFD), and the Alisa Ann Ruch Burn Foundation (AARBF), aims to remedy this situation by using the non-profit model to bring education to students through volunteerism.

First Year Accomplishments

During the 2003-2004 school year, SFFISE volunteers:

- Presented the program in twenty six schools and reached over 7000 students,
- Organized and trained thirty volunteer firefighters to present the program,
- Created a website and logo,
- Composed and recorded two fire safety songs,
- Presented the program in Spanish and Chinese where applicable,
- Distributed fire safety materials in English, Spanish, Cantonese and in some cases Tagalog, Vietnamese, and Russian to reach the broad range of ethnic diversity in San Francisco,
- Distributed donated fire safety materials to the children to reinforce fire safety awareness: for example coloring books, stickers, and bookmarks.

- Received support from the Alisa Ann Ruch Burn Foundation, The San Francisco Fire Department, San Francisco Unified School District, and Firefighters' Local 798, and
- Raised over $1200.

The Presentation

Teams consisting of two off-duty firefighters from the SFFD visit schools to teach children a curriculum of fire safety, prevention, and care. Our firefighter volunteers are as culturally and ethnically diverse as the city they serve, which enables them to reach children in ways that are comfortable and familiar. Whenever possible, presentations are given in a language consistent with a child's native tongue.

The firefighters give their presentation in uniform, but also don and doff firefighting gear, introducing the equipment they wear and explaining its use in fighting fire. This familiarizes the children with the potentially frightening appearance of a firefighter in full gear during a fire. This is important, since one contributing cause of death to children in fires is a child hiding from his/her rescuer in a closet or under a bed, and succumbing to smoke inhalation.

Topics covered during the SFFISE presentation include:

- Stop, drop and roll
- Stay low and go
- How to dial 911
- How to distinguish between toys and tools
- Home escape plan
- Emergency care of burns
- Hug a firefighter

Future Goals

Continue to expand the program until all public and independent schools in San Francisco are reached each year (approximately 60,000 children).
Expand availability of fire safety information on website in six languages.
Record fire prevention songs in three languages.
Secure a grant to hire a coordinator to schedule schools and volunteers.

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing, Monday – July 12, 2004 – 9:00 AM

698 Second Street, Room 102 ▪ San Francisco ▪ California ▪ 94107

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Item
No

1. **On ROLL CALL,** the following were present:

President	Paul Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke
Chief of Department	Joanne M. Hayes-White

Commissioner Roeca and Commissioner Fernández-Pifer were excused.

Appearances
Gina Roccanova, Deputy City Attorney, Counsel for the Fire Department

Also Present
Molly Stump, Deputy City Attorney, Counsel to the commission
Fred Sanchez, Deputy Chief, Operations
Tania Bauer, Commission Secretary

2. **PUBLIC COMMENT**

There was no public comment

3. **FORMAL HEARING ON A FORMAL COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST ROBERT PALU, INCLUDING POSSIBLE COMMISSION DELIBERATIONS**

Formal hearing concerning the formal complaint filed by Joanne Hayes-White, Chief of Department, against Firefighter Robert Palu, dated April 14, 2004, for violation of the Rules and Regulations as follows:

Section 3915 – Proper Behavior
Section 3919 – Unacceptable Language
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3923 – Disobedience
Section 3905 – Unfamiliarity with Rules
Section 2801 – Officers – Thorough Knowledge
Section 2805 – Officers – Leadership
G.O. 02 A-37 – EEO Policy and Complaint Procedure

A. Hearing

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. **Public Comment on all matters pertaining to Closed Session**

There was no public comment

2. Vote on whether to hold closed session

Commissioner Clarke moved for a closed session and Commissioner Nakajo seconded. The Commission went into closed session at 9:15 AM

B. Commission Deliberations

The Commission went into Deliberation at 1:25 PM

1. Reconvene in Open Session

The Commission reconvened in open session at 2:15 PM

a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).

Commissioner Clarke moved to report on action taken in closed session and Commissioner Nakajo seconded. The motion was unanimously approved.

President Conroy reported the action taken by the Commission:

(1) the Commission made the determination that Firefighter Palu had been given ample notice and opportunity to participate in the proceedings and chose not to participate;

(2) the Commission concluded that there was sufficient evidence presented at this proceeding upon which the Commission could make a fair determination as to whether or not there was a violation of the rules and regulations charged; and

(3) the Commission, after deliberations, agreed unanimously that Firefighter Palu was guilty of violating the following rules and General Orders, for the reasons stated in the Charging letter dated April 14, 2004, and established at the hearing:

Section 3915 – Proper Behavior
Section 3919 – Unacceptable Language
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3923 – Disobedience
Section 3905 – Unfamiliarity with Rules
Section 2801 – Officers – Thorough Knowledge
Section 2805 – Officers – Leadership
G.O. 02 A-37 – EEO Policy and Complaint Procedure

The Commission based its determination on consideration of the entire record in this matter, including sufficient and reliable evidence, testimony and arguments of counsel.

(4) the Commission determined that these violations warranted termination, and on that basis the Commission terminated Firefighter Palu from his employment with the San Francisco Fire Department effective immediately.

(5) the Commission also determined that it was necessary to proceed at this time on this day due to the uncertainty as to whether Firefighter Palu had terminated his employment with the Fire Department by reason of his notice of retirement, effective July 10th; and given that there was an uncertainty and no assurance from Firefighter Palu, or his counsel, that he was permanently and irrevocably separated from the Department, the Commission made the determination to proceed to a decision on this matter based on the merits.

The Commission requested that Deputy City Attorney Roccanova prepare proposed Findings of Fact for this case and present them to the Commission within 30 days,

with a copy to Firefighter Palu and his representative. Firefighter Palu shall have 15 days to submit a response to the proposed Findings to the Commission.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Nakajo moved not to disclose any discussions held during the closed session and Commissioner Clarke seconded. The motion was unanimously approved.

4. **ADJOURNMENT**

The Special Hearing was adjourned at 2:20 PM

Tania Bauer
Commission Secretary

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing, Wednesday – July 14, 2004 – 2:00 PM

698 Second Street, Room 102 ▪ San Francisco ▪ California ▪ 94107

Item
No

1. On ROLL CALL, the following were present:

President	Paul Conroy
Vice President	Stephen Nakajo
Commissioner	Russell S. Roeca
Chief of Department	Joanne M. Hayes-White

Commissioner Clarke and Commissioner Fernández-Pifer were excused.

Appearances
For the San Francisco Fire Department
Gina Roccanova, Deputy City Attorney, Counsel to the Fire Department

For Firefighter Clyde Watarai
Joseph Moriarty, Counsel, Vice President, San Francisco Firefighters Local 798
James Vannucchi, Director, San Francisco Firefighters Local 798
Firefighter Clyde Watarai

Also Present
Molly Stump, Deputy City Attorney, Counsel to the Fire Commission
Tania Bauer, Commission Secretary
Fred Sanchez, Deputy Chief, Operations

2. PUBLIC COMMENT

There was no public comment

3. FORMAL HEARING ON A FORMAL COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST CLYDE WATARAI, INCLUDING POSSIBLE COMMISSION DELIBERATIONS

Formal hearing concerning the formal complaint filed by Joanne Hayes-White, Chief of Department, against Firefighter Clyde Watarai, dated April 14, 2004, for violation of the Rules and Regulations as follows:

Section 3915 – Proper Behavior
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3923 – Disobedience
Section 3905 – Unfamiliarity with Rules
G.O. 02 A-37 – EEO Policy and Complaint Procedure

A. Hearing

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. **Public Comment on all matters pertaining to Closed Session**

   There was no public comment.

2. **Vote on whether to hold closed session**

   Commissioner Roeca moved and Commissioner Nakajo seconded. The Commission went into closed session at 2:15 PM.

   The Commission adjourned the Special Hearing while still in closed session. The Special Hearing was continued to a date which would be mutually agreeable to all counsel.

B. Commission Deliberations

1. Reconvene in Open Session

a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).

b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a).

4. ADJOURNMENT

The Special Hearing was adjourned at 8:00 PM

Tania Bauer
Commission Secretary

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Russell S. Roeca, *Commissioner*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-20

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday, July 22, 2004 – 6:00 p.m.

698 Second Street, Room 102

Item No.

1. ON ROLL CALL, the following were noted present:

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President Paul A. Conroy
Commissioner Clem Clarke
Commissioner Rosemarie Fernandez-Pifer

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Vice President Stephen A. Nakajo was excused for vacation, and Commissioner Russell S. Roeca was excused for business reasons.

Joanne M. Hayes-White - Chief of Department
Federico J. Sanchez - Deputy Chief, Operations

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly - Division of Airports
Glenn E. Ortiz-Schuldt - Division of Emergency Medical Services
Paul H. Chin - Division of Fire Prevention & Investigation
Lorrie A. Kalos - Division of Support Services
Thomas A. Siragusa - Division of Training

Chief Officers – Firefighting Services:

Richard D. Bracco - Division 2
Frank T. Cardinale - Division 3

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of July 8, 2004, and Special Meetings of July 12 and July 14, 2004.

President Conroy commented that there was a lack of quorum to approve the minutes of the Special Hearings of July 12 and July 14, 2004, and the matter was continued to the meeting of August 12, 2004.

Commissioner Clarke moved and Commissioner Fernandez-Pifer seconded. There were no questions or discussion and the minutes of the Regular Meeting of July 8, 2004, were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, June 19 through July 2, 2004.

Appointments
Reporting the following PROBATIONARY appointment effective *JULY 6, 2004:*

7388 Utility Plumber

Jason E. Ochlan (vice: Daniel Mallen, transferred)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Trainor, Ronald E.	H40 Battalion Chief	Service	Jun. 18, 2004
Cereghino, Kenneth	H32 Captain, Div. FP&I	Service	Jun. 19, 2004
Cortez, Gilbert A.	H30 Captain	Service	Jun. 19, 2004
Bettencourt, John A.	H20 Lieutenant	Service	Jun. 19, 2004
Turmenne, Bruce H.	7335 Sr. Stationary Engineer	Service	Jul. 01, 2004

(Retirement Certificates will be presented at Fire Commission meeting of October 28, 2004)

Leaves
Reporting leave of absence with pay for Deputy Chief Federico Sanchez and Assistant Deputy Chief Alfred Quartaroli, for four days, July 6 through July 9, 2004, in order to attend a Weapons of Mass Destruction (WMD) Radiological/Nuclear Responder Operations Course at the 298th Regional Training Institute in Waimanolo, Hawaii. There is no cost to the Department. Lodging and meals will be paid by the Office of Domestic Preparedness Grant. Deputy Chief Sanchez and Assistant Deputy Chief Quartaroli will not be replaced.

Reporting leave of absence with pay for Deputy Chief Federico Sanchez, for two days, August 12 through August 13, 2004, in order to attend the 2004 Fire Rescue International Conference sponsored by the International Association of Fire Chiefs, in New Orleans, Louisiana. All expenses will be paid by Deputy Chief Sanchez. He will not be replaced.

Reporting leaves of absence with pay for the time period from April 2004 through January 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
12	H2 Firefighter	320
4	H3 Firefighter/Paramedic	148
2	H20 Lieutenant	70
	Total Number of Days with Pay	538

Reporting intermittent leaves with pay for the time period from June 2004 through July 2005 for the following:

1	H2 Firefighter	Jun. 22, 2004 – Jun. 21,2005
1	H2 Firefighter	Jun. 11, 2004 – Jun. 10, 2005
1	H2 Firefighter	Jul. 01, 2004 – Jul. 01, 2005
1	H2 Firefighter	Jun. 10, 2004 – Jun. 10, 2005
1	H2 Firefighter	Jul. 01, 2004 – Jul. 01, 2005
1	H2 Firefighter	Jul. 01, 2004 – Jul. 01, 2005
1	H2 Firefighter	Jul. 08, 2004 – Jul. 08, 2005
1	H2 Firefighter	Jul. 01, 2004 – Jul. 01, 2005
1	H2 Firefighter	Jul. 15, 2004 – Jul. 14, 2005
1	H3 Firefighter/Paramedic	Jul. 16, 2004 – Jul. 16, 2005

B. Accidents ***[Discussion]***

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 3	03-4-220	5/5/2004	544	A	File

Cause: Misjudged clearance - While making a tight turn at Central Shops, Eng 3 struck a relief truck parked in the yard

Engine 6	03-4-221	5/19/2004	530	B	File

Cause: While responding to an alarm, the 200 foot ready line fell out of hose bed striking parked civilian vehicle

Medic 13	03-4-222	5/23/2004	735	A	File

Cause: Driver inattention - While travelling westbound on Broadway, Medic 13 struck the rear of a civilian vehicle that was stopped at a red light

Ambulance 93	03-4-223	6/3/2004	724	B	Bill

Cause: While travelling on Cortland Avenue, Ambulance 93 was struck by a commercial truck backing slowly out of a driveway

Medic 38	03-4-224	6/7/2004	744	B	Bill

Cause: While parked at an incident, Medic 38 was struck by a civilian vehicle making a right turn

Engine 26	03-4-225	6/7/2004	592	A	File

Cause: While backing up, driver struck parked civilian vehicle

Engine 21	03-4-226	6/10/2004	526	A	File

Cause: Driver inattention - While backing up, Eng 21 struck tree limb

Medic 13	03-4-227	6/11/2004	737	A	File

Cause: Driver inattention - While responding and exiting quarters, Medic 13 struck pole

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from July 2, 2004 through July 15, 2004:

1. From Ysabel Johnson, thanking Firefighter Platt for his assistance in changing a tire on her way to the Airport so that she was able to catch an international flight. Copy: each Commissioner and Chief of Department.

2. From Margaret Leith, thanking the members of Station 19 for their assistance when a water pipe broke in her bathroom; their help was deeply appreciated since she is blind and disabled. Copy: each Commissioner and Chief of Department.

3. From Chief of Department, providing the Commission with information requested by Commissioner Nakajo regarding diversity in the 109th Probationary Recruit Class and the Acting Assignments in the rank of Battalion Chief and Captain. Copy: each Commissioner.

4. From Donna Hitchens, Presiding Judge, Superior Court, confirming receipt of President Conroy's letter requesting an investigation into the early release of the Grand Jury's report prior to its scheduled publication date, and stating that she had requested an investigation by the District Attorney and the City Attorney. Copy: each Commissioner and Chief of Department.

5. From Scott Miller, requesting an old San Francisco firefighters turnout coat for his collection since he comes from a family of firefighters in a small town in rural Vermont. Copy: each Commissioner, Chief of Department and Administrative Officer.

6. From William Schmid, filing a formal complaint against the Café Flore for (1) illegally setting up a BBQ in front of the Café, (2) for having numerous tables and chairs outside exceeding their permit, and (3) for serving beer and wine on the sidewalk without a permit. Copy: each Commissioner, Chief of Department and Bureau of Fire Prevention, Front Desk.

7. From Thierno Sall, asking whom he can contact regarding loud sirens during evening hours in downtown San Francisco. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

Commissioner Clarke moved and Commissioner Fernandez-Pifer seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

President Conroy moved Item 4.C. forward on the agenda.

C. Retirement Certificates *[Discussion]*

Reported Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
Dr. Deborah Owen	Ord. Disability	11	Mar. 30, 2002
Battalion Chief Edward Gee	Service	34	Apr. 18, 2004

Chief Hayes-White invited Dr. Deborah Owen to step forward to receive the Retirement Certificate, and acknowledged the presence of members of Dr. Owen's family, her husband Steve, her daughter Amanda, and son Zachary.

Chief Hayes-White noted that Dr. Owen had joined the Fire Department in May 1991 and for the past 11 years she had worked diligently and tirelessly in implementing programs that still exist in the Department and which continue to benefit all employees. Under her direction and guidance, these programs are: (1) Hearing conservation; (2) Heart Stress; (3) Annual Tuberculosis screening; (4) Hepatitis B Vaccination; (5) Voluntary influenza vaccination for all staff; and (6) Periodic comprehensive health check for all members. Chief Hayes-White thanked Dr. Owen for all her work for the department.

Dr. Owen noted how quickly time indeed had passed; it seemed not too long ago that her three-month old daughter Amanda was sitting in her office in the portable infant seat while she was giving influenza vaccines to the firefighters.

She related that it was a remarkable position. When she accepted the job, she had just finished her training in Occupational Medicine. She was very enthusiastic about making a positive change in the Fire Department and she received excellent support. When the tuberculosis screening first started, firefighters would come in on their time off to help in the physician's office, learning how to administer TB tests because there were not enough funds to use outside personnel. Dr. Owen noted that this type of assistance had been truly appreciated by her and had made her job easier. She remarked that she enjoyed being at the presentation and seeing familiar faces.

President Conroy thanked Dr. Owen for her counsel and advice regarding the Wellness/Fitness program and the CPAT (Candidate Physical Ability Test). The support she provided was greatly appreciated. Dr. Owen was congratulated by members of the Commission.

Chief Hayes-White invited Battalion Chief Edward Gee to step forward to receive his Retirement Certificate. She recalled highlights of Battalion Chief Gee's career, including the station he started in, his various assignments over the years and the meritorious awards he received, culminating in his retirement from Battalion 4 after 34 years of service. Battalion

Chief Gee noted that the time had flown and he had enjoyed working with everyone – chiefs, officers and firefighters. He was congratulated by members of the Commission.

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Joanne Hayes-White, Chief of Department, informed the Commission that she had attended the budget hearing before the full Board of Supervisors and was happy to report that the recommendations of the Budget Committee were upheld, and there would be no further reductions to the Fire Department.

Chief Hayes-White reported that a program Mayor Newsom had implemented is SFStat, modeled after the very successful Baltimore CitiStat program. The Fire Department was chosen among five departments for the SFStat program in which department heads report on a monthly basis before a panel on three different issues: service delivery, HR-related issues, including absenteeism and overtime, and budgetary issues. She related that the Mayor is very enthusiastic about the program and sits on the panel.

Chief Hayes-White informed the Commission that in an effort to reduce overtime, partially due to retirements, a new class of 48 recruits will begin training on August 2, 2004. In addition, the new contract calls for uniformed members to work approximately 36 hours more a year, or an extended workweek of 48.7 hours; this item will save the Department approximately $3.1 million.

Currently, the number of members on disability leave has reached a five-year low of 55. This is the result of monitoring members on disability to ensure that they heal properly and return to the workforce as soon as they can. Under the direction of the Deputy Chief of Operations, the Safety Officer ensures that all safety precautions are followed at every incident, emergency and medical response, and, especially, on the fireground. Workers' compensation claims were reduced by 25% for the same period last year, and 8% drop was experienced in overall expenditures as well.

Chief Hayes-White reported on behalf of Deputy Chief Massetani on administrative matters. She particularly commended Chief Massetani for his work on the budget. On May 15, 2004, a pilot program of deactivating companies on weekends was implemented to reduce overtime. The program will limit the number of WDOs to 15 and will cap the number of deactivated companies to three. However, as of July 1st, it will be fully implemented to include every day of the week.

EMS reconfiguration meetings were held with employee representatives from Local 798, Firefighter/Paramedic Association, Black Firefighters, Los Bomberos, Asian Firefighters and United Fire Service Women which resulted in four models for consideration. Chief Hayes-White commended EMS Chief Ortiz-Schuldt for excellent work in objectively laying out the models, providing costs associated with each, and delineating the pros and cons associated with each model. She noted that there was an increase in unusual occurrences as related to the delivery of emergency medical services recently and the Department will be aggressively monitoring and investigating them. In addition, the Department plans to respond in detail to the recent Continuous Quality Improvement (CQI) audit performed by the EMS Section, Department of Public Health, under the direction of Dr. John Brown.

Chief Hayes-White declared that she intends to read the just-released 9/11 Commission Report. She understands that the report raised a number of issues regarding the lack of

communication, interagency cooperation and interoperability among the FDNY, the New York Police and the Port Police. She intends to work closely with all concerned agencies in the City, not only the Police Department, but other departments such as Public Health and the Sheriff in the event of an actual disaster or an act of terrorism. Fortunately, the Fire Department will receive a significant amount of grant funding to be used for training exercises and equipment, including some administrative positions. Internal training modules are being developed under the direction of Chief Siragusa and Chief Quartaroli, but more importantly, the Department will be engaged in a number of activities with other departments.

Discussion ensued with Commissioners asking questions and Chief Hayes-White responding.

In conclusion, Chief Hayes-White announced that this past Friday, she had been Chief of the San Francisco Fire Department for six months. She noted that it has been very rewarding and challenging, and she appreciated the support and hard work of the Commission. Chief Hayes-White acknowledged the hard work and the team effort of the command staff.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Leave of Absence *[Action]*

Submitting request for leave of absence with pay from Chief of Department Joanne M. Hayes-White, for two days, August 12 through August 13, 2004, in order to attend the 2004 Fire Rescue International Conference sponsored by the International Association of Fire Chiefs, in New Orleans, Louisiana. Funds for this trip are included in the 2003-2004 budget.

Commissioner Fernandez-Pifer moved and Commissioner Clarke seconded. There were no questions or discussion and the request for leave of absence with pay was approved.

D. Personal Services Contract – St. Francis Memorial Hospital *[Action]*

Submitting for approval an interim contract in the amount of $132,000 from St. Francis Memorial Hospital to assess physical fitness levels among firefighters and to make recommendations concerning ways to maintain physical fitness, until new contract which is to be expected in September 2004.

Chief Hayes-White invited Dr. Ira Lubell, a staff physician with the San Francisco Fire Department, to come forward.

Dr. Lubell commented on the interim contract with St. Francis Memorial Hospital (Item 4.D.) and the proposed contract with California Pacific Medical Center (Item 4.E.). He noted that in 1992, Dr. Deborah Owen, then Department Physician, established a contract with Davies Medical Center which was not re-bid until 2003, when Davies Medical Center failed to comply with the City's boiler plate requirements.

Under the terms of the contract, the contractor is to provide a comprehensive preventive health examination for all uniformed employees. Further services performed under the contracts include, but not limited to, medical evaluations for all new hires, health surveillance for hazmat and scuba activities and health check for all uniformed personnel every three years. Maintaining good health among uniformed personnel enables the Department to

reduce workers' compensation and long term disability by early detection and referral to treatment.

At this time, all examinations by contractors are streamlined to enable uniformed personnel to go back on duty as quickly as possible. Cardiology screening is available for members over the age of 35, as well as lab tests, X-Rays and a treadmill test with a cardiologist. These examinations, performed every three years, can be supplemented by the employee's health care provider.

In closing, Dr. Lubell noted that a more comprehensive Wellness/Fitness program would be a very worthwhile investment for the Department. Discussion ensued with Commissioners asking questions and Dr. Lubell responding.

Commissioner Clarke moved and Commissioner Fernandez-Pifer seconded. There were no further questions or discussion and the interim contract was approved on recommendation of Chief of Department.

E. Personal Services Contract – California Pacific Medical Center *[Action]*

Submitting for review and approval a proposed personal services contract in the amount of $940,000 from California Pacific Medical Center to assess physical fitness levels among firefighters and to make recommendations concerning ways to maintain physical fitness.

Commissioner Clarke moved and Commissioner Fernandez-Pifer seconded. There were no questions or discussion and the proposed personal services contract was approved on recommendation of the Chief of Department.

F. McMillan Stabilization Center Update – Scott Campbell, M.D. *[Discussion]*

Pilot Program of moving Chronic Public Inebriates out of Emergency Medical Services System and into medically supervised Social Services System

Dr. Campbell declared that he had been asked by the Mayor to provide an update for the Fire Commission on the McMillan Stabilization Center and how it relates to diversion and the EMS/Fire involvement with a very challenging population to be transported there. He stated that the Mayor has been very clear about trying to syndicate the success of this message to the Fire Commission, leadership in the Fire Department, leadership at San Francisco General, the Health Commission, the Department of Public Health and the Hospital Council since it is a broad-based program.

Dr. Campbell provided a brief overview, starting with the Ambulance Diversion Task Force two years ago, which found that one of the reasons for Emergency Room (ER) congestion in the City was the chronic public inebriates' utilization of emergency services. The Task Force recommended that, as a possible solution for this, the McMillan Stabilization Center at 39 Fell be established. This is essentially a homeless shelter that is medically supervised for chronic public inebriate evaluation and the beginning of treatment. He noted that EMS/Fire have been involved since October in the transport of individuals to the Center instead of to an emergency department and entailed a policy change for the Fire Department.

Dr. Campbell pointed out that San Francisco's homeless population suffers from a very high use of alcohol and drug abuse and makes them an extremely challenging group to work with in terms of providing them the right services. He used various charts and graphs to further explain the need for this group of integrated services since the average age of death in this

chronic homeless population is at 41 years of age, with almost 80% having drugs or alcohol in their system at time of death.

Dr. Campbell stated that the problem of hospitals diverting ambulances to other emergency departments because they were so congested that they had to close to ambulance traffic is what drove the Mayor to set up a group of stakeholders who came up with the McMillan solution. He believed that the Center has been successful since the cycle of substance abuse and homelessness is a critical public health issue and important to this administration. The McMillan Stabilization Center is an integrated system of services where individuals who are picked up on the street can be safely sobered and linked to social services and, hopefully, spared from the cycle of public inebriation.

Note: Dr. Campbell's presentation is attached to the minutes and can also be viewed on the Fire Commission's website at www.sfgov.org/fire_comm

Discussion ensued with Commissioners asking questions and Dr. Campbell responding.

5. PUBLIC COMMENT

There was no public comment.

6. ADJOURNMENT

Prior to adjournment, Chief Hayes-White informed the Commission of the death of retired Firefighter/Paramedic James Keck and the death of the mother of Section Chief James Fazackerley, EMS Division. Chief Hayes-White wished that the meeting be adjourned in their memory.

There being no further business to come before the Commission, the meeting was adjourned at 7:40 p.m. out of respect to the memory of retired Firefighter/Paramedic James Keck and the mother of Section Chief James Fazackerley.

Tania Bauer
Secretary

The McMillan Stabilization Center: Update On A Successful Public/Private Partnership

San Francisco Fire Commission

July 22nd, 2004

Scott J. Campbell MD, MPH
Chairman, "SF Ambulance Diversion Task Force"

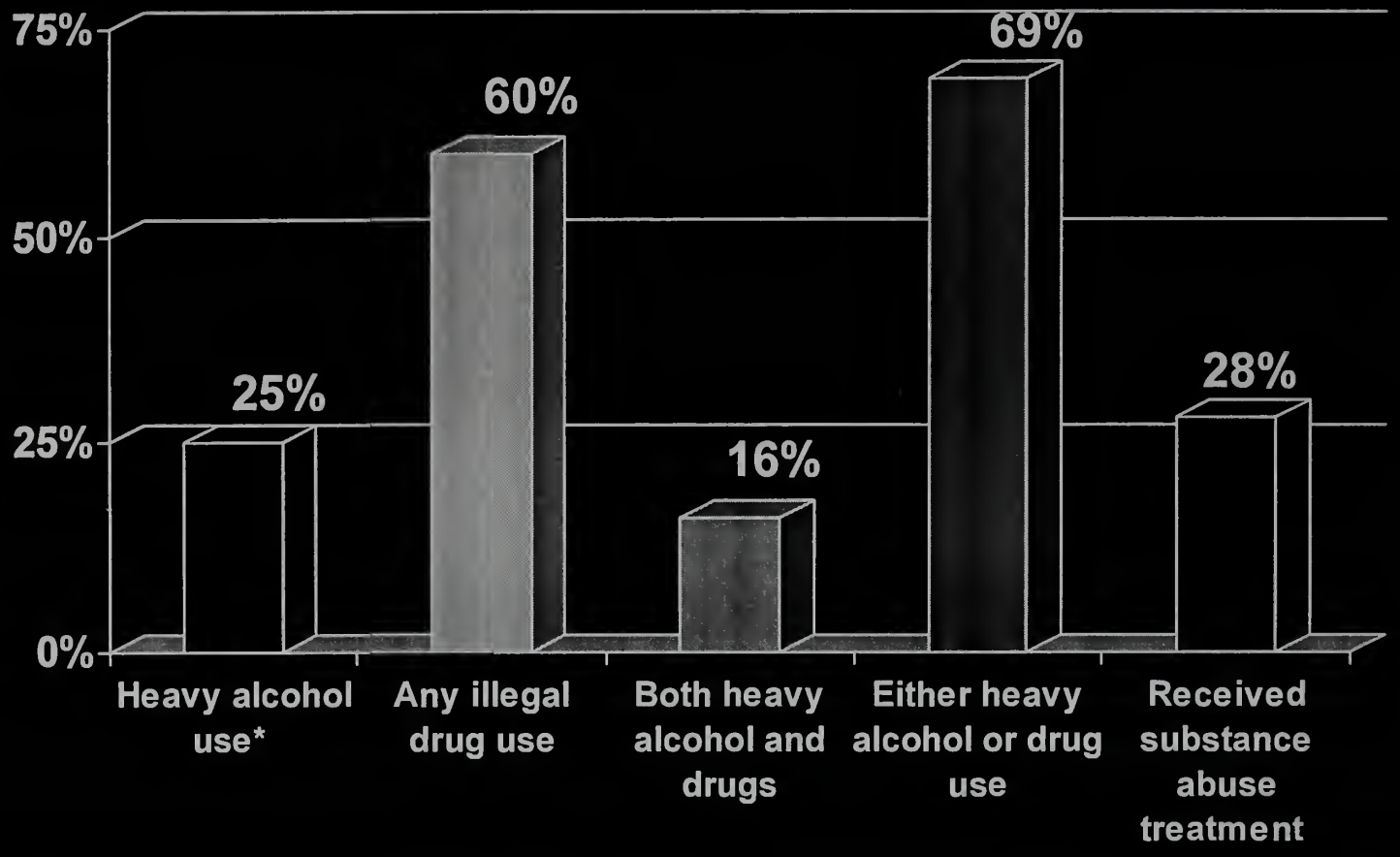
EXECUTIVE SUMMARY

- In 2002, the San Francisco "Ambulance Diversion Task Force" recommended the creation of a comprehensive chronic public inebriate solution
- The McMillan Stabilization Center is the centerpiece of a successful ongoing public/private partnership that includes transport mechanisms, detox programs and social services
- The program is starting to have broad impact, but there are challenges to overcome in order to reach full potential. Proposed action plans have been developed and will need attention to ensure implementation

SAN FRANCISCO'S HOMELESS POPULATION HAS HIGH RATES OF SUBSTANCE ABUSE

Margot Kushel MD, SF General Hospital/UCSF

Substance Use in the Past Year Among SF Homeless



*>5 drinks/day for past month)

HOMELESSNESS AND SUBSTANCE ABUSE ARE ASSOCIATED WITH HIGH RATES OF MORTALITY IN SF

M. Kushel, MD

SURVEY OF DEATHS IN HOMELESS SAN FRANCISCANS

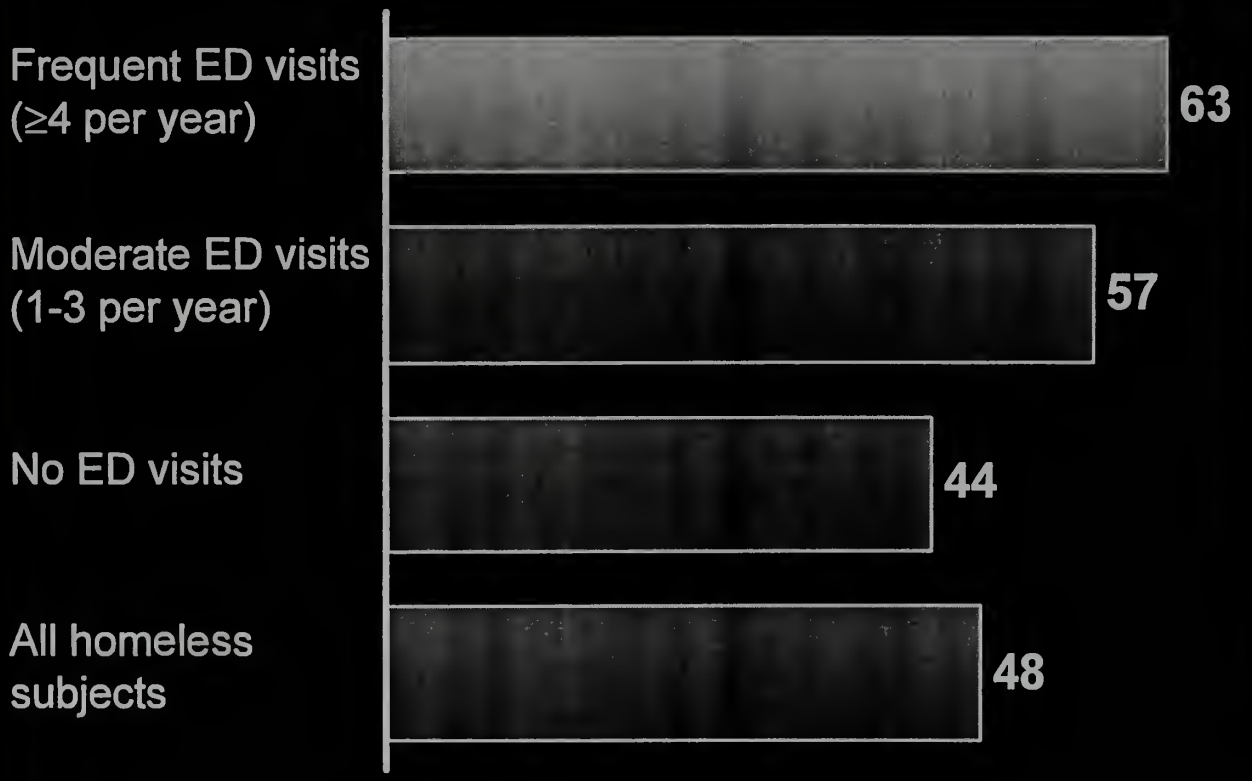
- Average age of death: 41 years
- 78% of deaths had drugs or alcohol present in system at the time of death
- 33% were legally intoxicated at time of death

AND HIGH UTILIZATION OF EMERGENCY SERVICES . . .

M. Kushel, MD

Rate of alcohol, substance use among SF homeless, 2001

Percent



- Rate of alcohol, substance use among the homeless population is very high
- Frequent ED users have higher rates of alcohol, substance use

HOMELESSNESS, SUBSTANCE ABUSE AND EMERGENCY SERVICE UTILIZATION ARE CLOSELY LINKED IN URBAN AMERICA

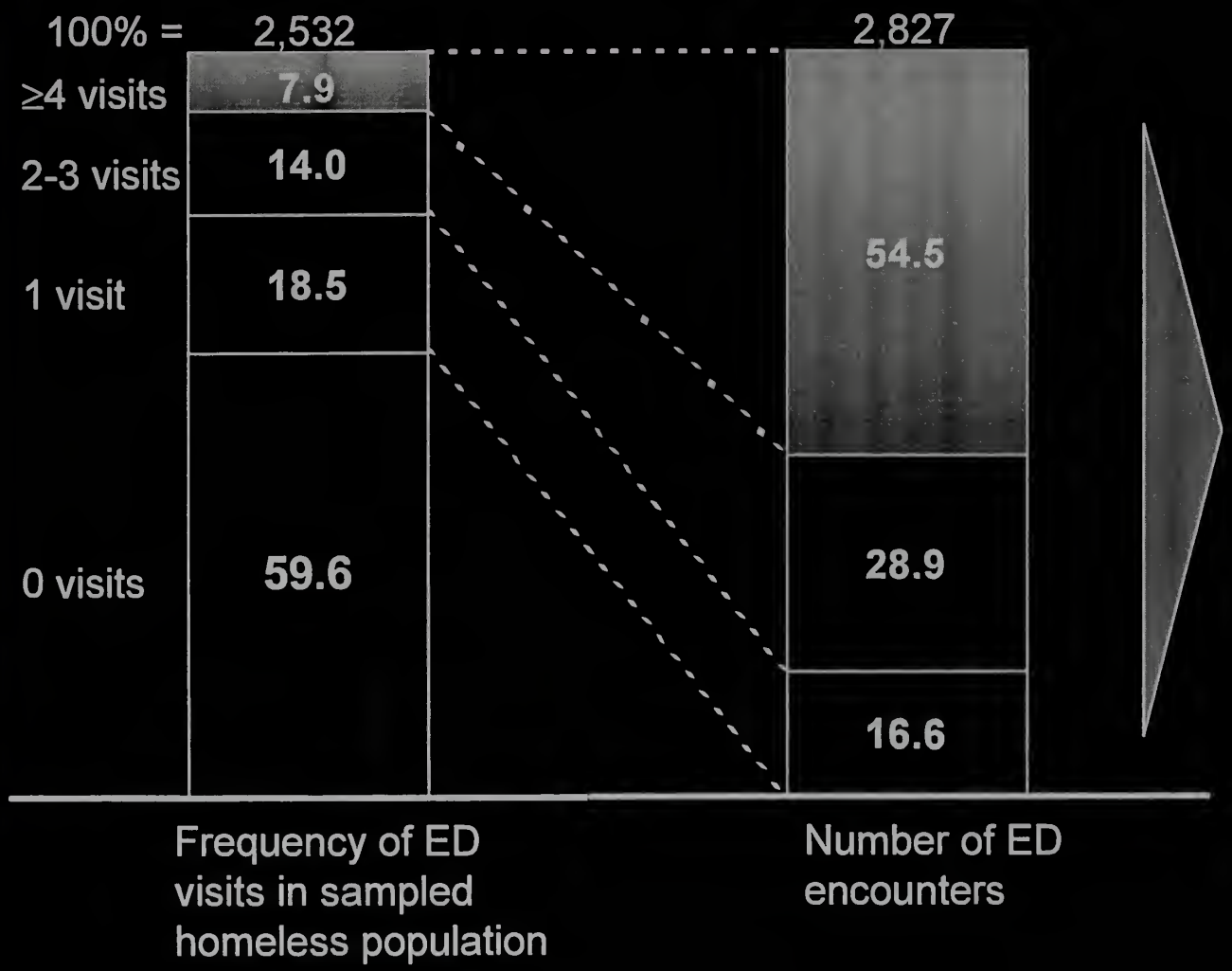
New York City 2001:
252 homeless ED visits
81% with alcoholism
71% with depression
27% with schizophrenia
Average homeless ER visits per yr = 6 vs. 1.6 controls

Los Angeles, 2001:
24% of 2,658 consecutive EMS ambulance patients were "CAGE" positive for alcoholism
Characteristics: Male, Unemployed, Homeless, Poly-sub abuse

Seattle 1999:
123 homeless chronic public inebriates utilized $12.3million in ED services

SMALL NUMBERS OF HOMELESS ARE DISPROPORTIONATE UTILIZERS OF EMERGENCY SERVICES

M. Kushel, MD



Uninsured patients with medical problems are likely using ED frequently for primary care purposes

SOME SF EMERGENCY DEPARTMENTS ARE MORE IMPACTED THAN OTHERS

Hospital Council Survey of 8 hospitals over 2 days, 2000
Number of inebriates

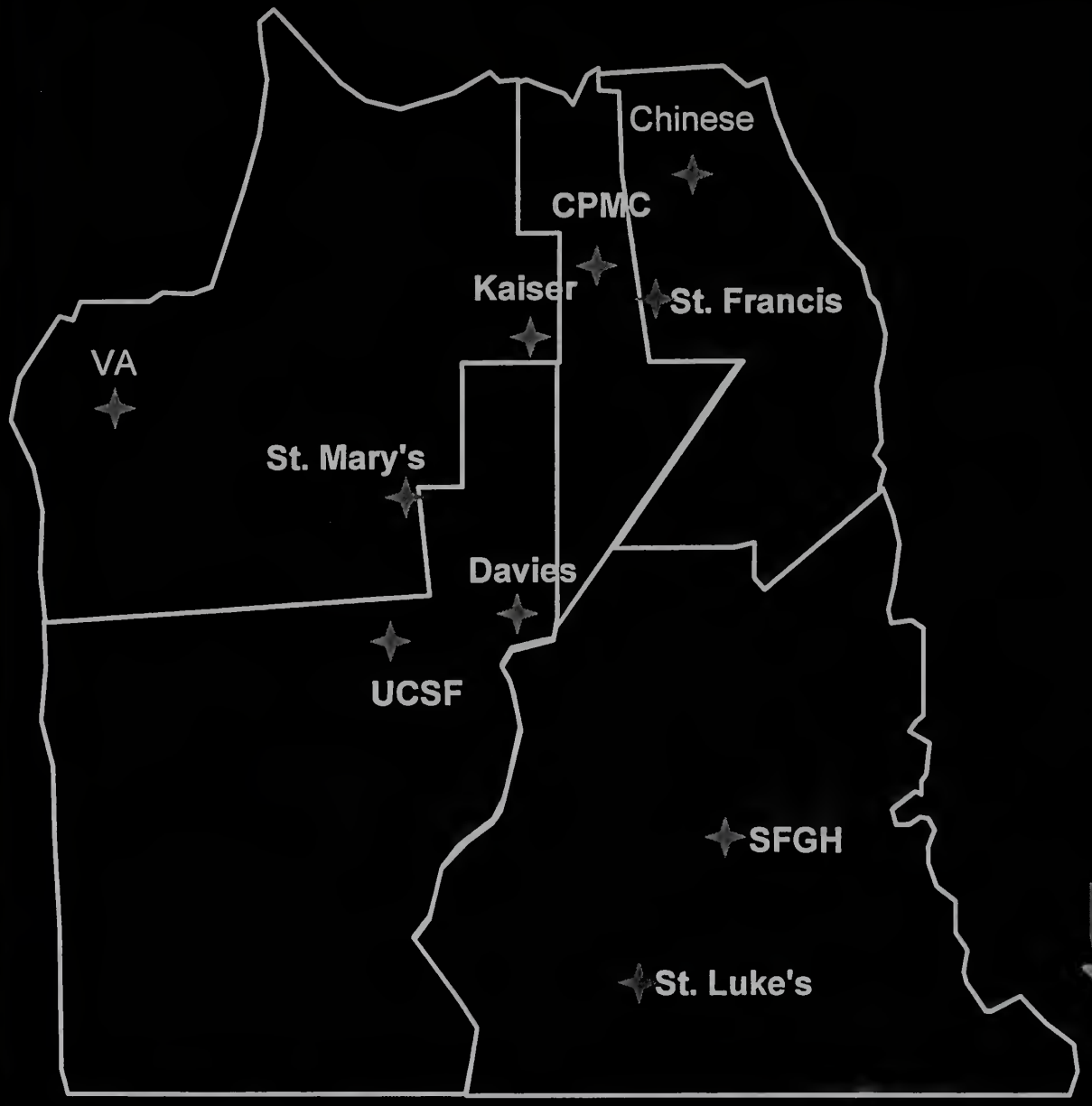
142 inebriates in SF EDs over 2 days

~50% of inebriates are seen at SFGH Emergency Department

30% of EMS transports were alcohol related

Source: SF Hospital Council, 2000

Increased ED demand contributes to ambulance diversion…

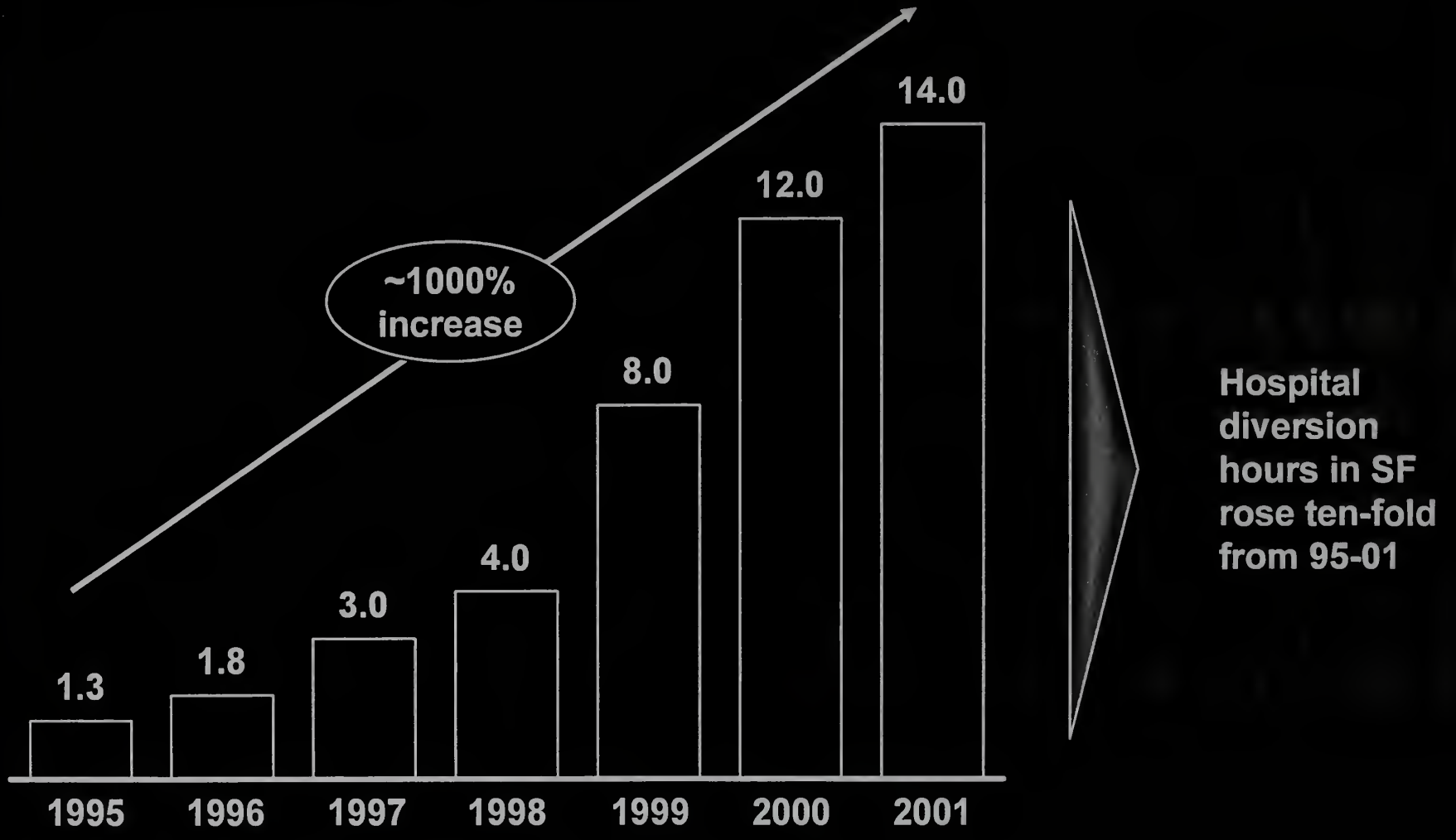


Ambulance diversion occurs when an emergency department becomes so congested with patients that it temporarily "closes" itself to incoming ambulances

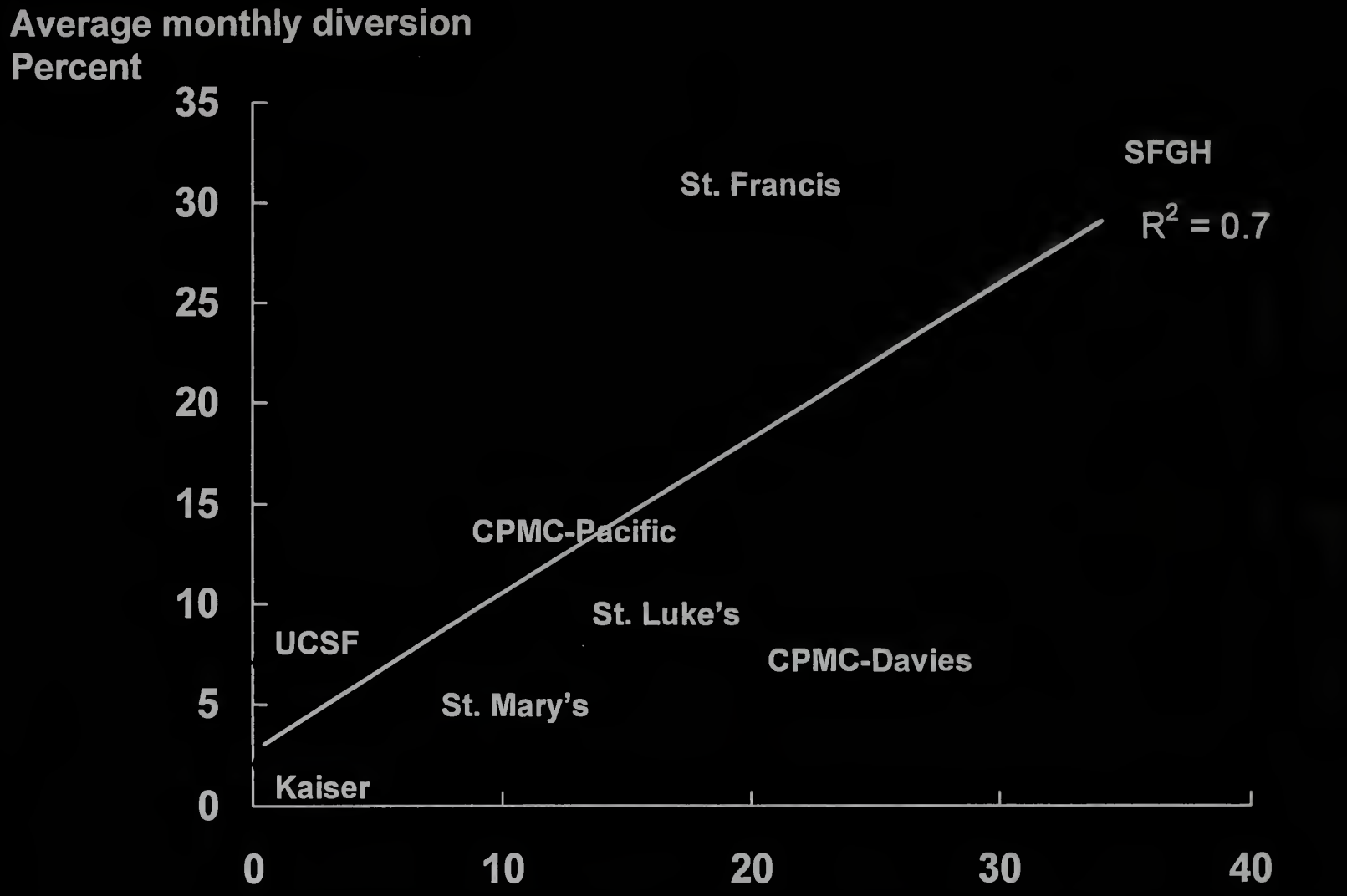
DIVERSION RATES IN SF GREW RAPIDLY from 1995-2001

Average monthly diversion, SF hospitals

Percent



THE INEBRIATE BURDEN CORRELATES WITH AMBULANCE DIVERSION



In May 2001, then Supervisor Gavin Newsom proactively legislated the "AMBULANCE DIVERSION" task force

Scott J. Campbell MD, MPH *Chairman*	Kaiser Permanente
Tom Peitz, MD	SF Emergency Physicians Association
Alan Gelb, MD	San Francisco General Hospital
Abbie Yant, RN	St. Francis Memorial Hospital
Mark Pletcher, MD	UCSF
Ron Smith	Hospital Council
George P. Susens, MD	SF Medical Society
Barbara Garcia	SF Department of Public Health
Rich Shortall	SF Fire Department
Kym Valadez	Swords to Plowshares
Rann Parker	Mobile Assistance Patrol
Alissa Riker	Coalition on Homelessness
Judith Chavez, RN	San Francisco General Hospital
Brian Wetzel, RN	San Francisco General Hospital
Jane Smith	SF Fire Department
Capt. Mike Puccinelli	SF Police Department

KEY FINDINGS AND RECOMMENDATIONS OF TASK FORCE IN 2002

Key findings from the Diversion Crisis Taskforce work . . .

- The cycle of substance abuse and homelessness in San Francisco is a critical public health issue that is difficult to address
- Chronic public inebriates contribute to an imbalance of supply and demand for emergency services leading to high rates of ambulance diversion
- Though adequate resources may exist, ineffective coordination of social services results in sub-optimal care for these patients
- Effective models to improve care delivery exist in other major metropolitan areas

. . . led to a set of actionable recommendations for the City

- Create a comprehensive inebriate solution including
  - Transport support of EMS and MAP
  - McMillan Stabilization Center
  - Links to detox centers
  - Integrated access to social services
  - Enforce current alcohol ordinances
  - Legislate sales in impacted areas
- Develop a coalition of DPH, private hospitals, EMS/Fire, MAP, McMillan, physician community and advocacy groups to own responsibility for implementation
- Employ a public/private partnership for funding to share the financial burden and generate incentives for accountability

ON BALANCE, THE INEBRIATE SOLUTION HAS BEEN SUCCESSFUL

Key successes

- Total transports to McMillan increased by 50%
- Outstanding safety record
- Improved health outcomes for patients

Building upon successes to address key challenges is critical to reaching the goal of effective inebriate care

Opportunities for growth

- Transport rate from SFGH
- Transport rate via Fire/EMS
- Utilization levels at McMillan

PATIENT SAFETY AND POSITIVE OUTCOMES HAVE BEEN ACHIEVED

Patient safety

- Average of 1 re-transport from McMillan Center back to an ER every 2 months
- Conservative paramedic triage criteria have avoided accidental transport of emergent medical conditions to McMillan
- No fatalities

Patient safety record is similar to that observed in case studies of services delivered in other cities

Positive health outcomes (Aug '03-June '04)

- 4,544 visits representing 1,916 unduplicated clients
- 82% of patients had documented improvement or stabilization in health status
- Over 300 patients admitted directly from McMillan to social/medical detox
- Case management services offered to over 750 individuals
- Frequent ambulance and ER users captured at a rate 4x other patients
- Multiple examples of long-term sobriety and reduced ER visits

MCMILLAN'S STORY IS PUNCTUATED WITH MANY EARLY SUCCESSES . . .

Case #1

"In just 12 months, Mr. X, a 41-year-old Caucasian male, well known to ambulance and ED staff, had been picked up by ambulances 150 times. The ED became his short-term detox. Mr. X has been a steady client at McMillan Stabilization, but it took the case managers some time to engage Mr. X. He finally agreed to accept a hotel room and was linked into General Assistance. Ambulance pick-ups for this client have been reduced from a monthly average of 12.5 to 2."

And…

Case #2

"Mr. Y, a 40-year-old male who, last year made 35 ambulance calls. Chronically homeless on the streets for years, he had admitted alcohol dependence and multiple encounters with the criminal justice system for minor offenses. Found intoxicated on the streets, Mr. Y was convinced to come to McMillan where he was stabilized. Mr. Y agreed to go into medical detox at Baker Place's Fremont Street where he stayed for several weeks. After graduating from Fremont, Mr. Y attended Ozanam day treatment program and began going to two AA meetings a day. He has been sober ever since and continues to work his twelve-step program. Ambulance and EMS usage has been reduced to zero."

And…

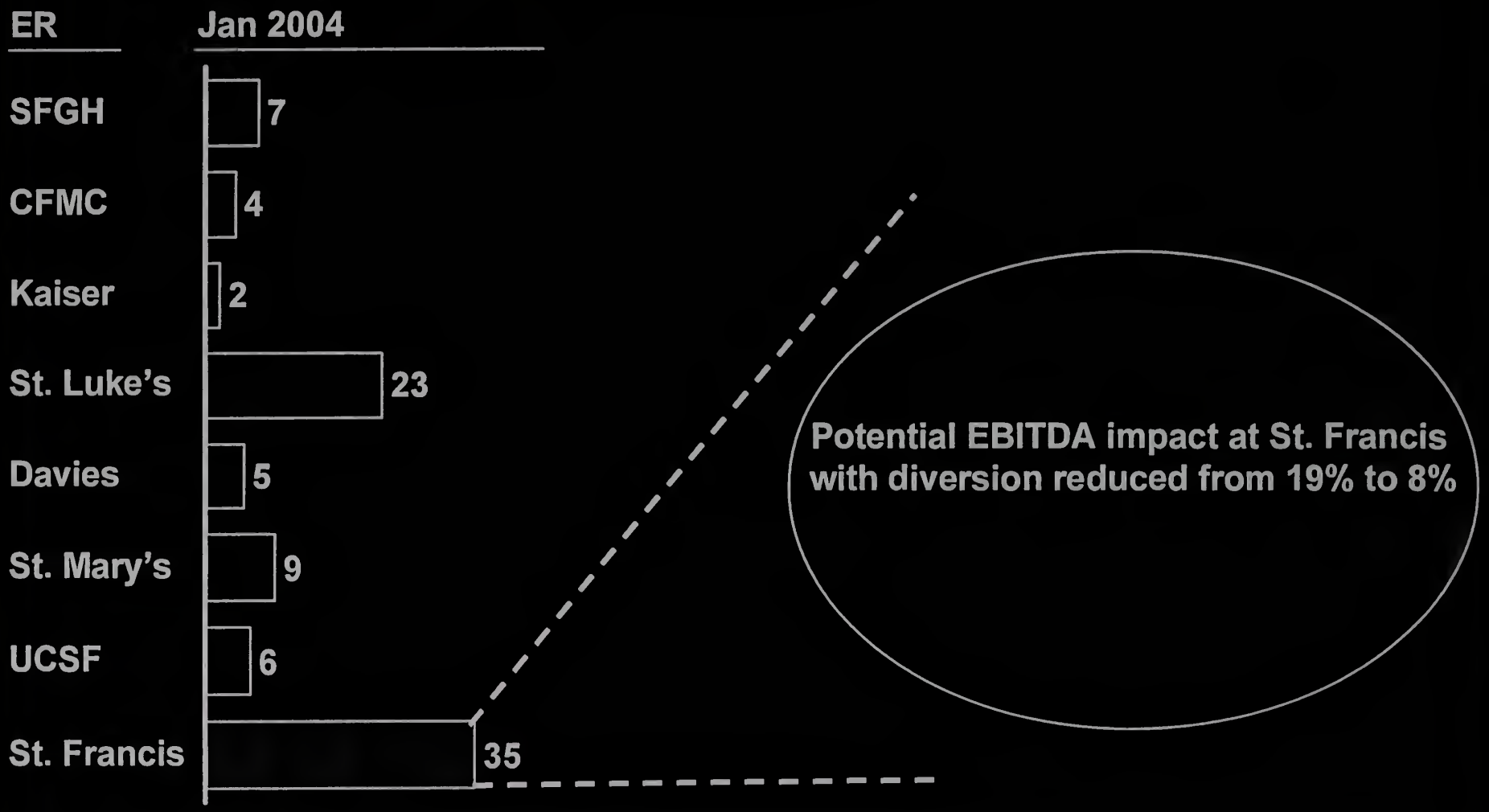
Case #3

"Mr. Z, a 54-year-old African American male, was well known to the MAP van and paramedic staff. Upon entry to McMillan, Mr. Z's vital signs and mental status were taken according to protocol and were stable. The Nurse Practitioner noticed Mr. Z was quite pale, his gait unstable and he was sweating. A full history and physical were done and the patient was found to have evidence of gastrointestinal bleeding. The patient was taken by 911 ambulance to St. Francis Hospital. His bleeding was stopped and a follow-up appointment was made with a specialist at SFGH. The physician at St. Francis stated that if the patient had stayed out in the streets for one more day he would have died. This doctor praised McMillan staff for saving his life. Since being case managed by McMillan Stabilization staff, Mr. Z has not had another hospitalization or ambulance ride."

RETURN ON INVESTMENT CAN BE SUBSTANTIAL FOR HOSPITALS THAT UTILIZE THESE SERVICES

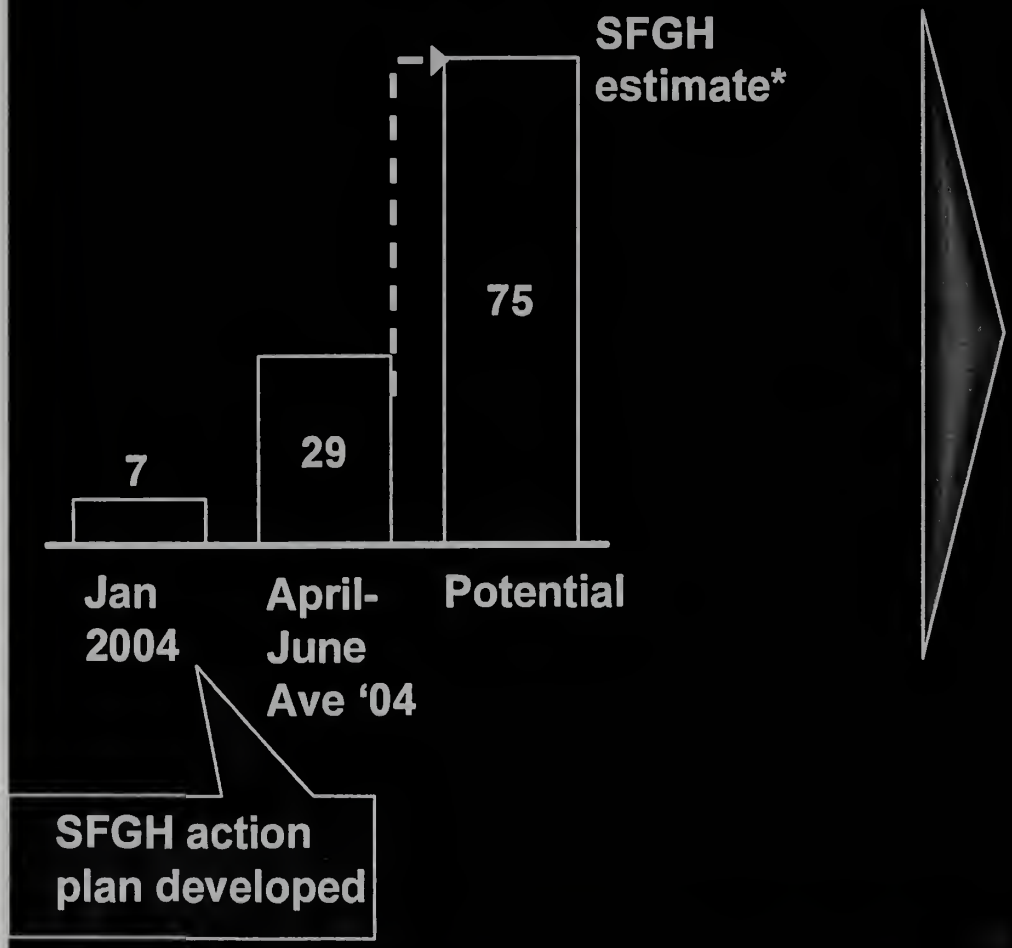
ROUGH ESTIMATE

Number of calls for MAP dispatch/transfer for CPIs



SFGH HAS OPPORTUNITY TO LIBERATE ER CAPACITY BY TRANSFERRING MORE INEBRIATES TO McMILLAN CENTER

SFGH ER to McMillan MAP transports are increasing
Monthly transports, 2004

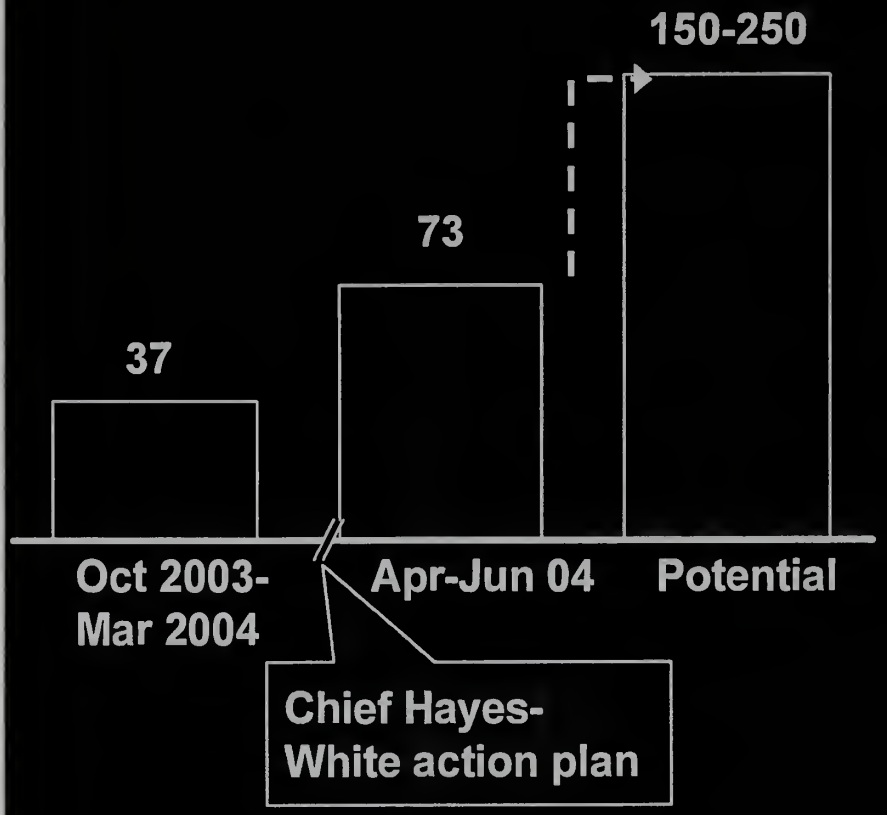


SFGH leadership action plan

- ED director ownership and accountability for reporting to:
  - -Hospital bed utilization committee
  - -CEO
  - -Director of Public Health
- Site visits/knowledge transfer
  - -In-service at McMillan
  - -McMillan Medical Director/SFGH
  - -SFGH ER RNs/St. Francis ER RNs
- Improve triage of patients to McMillan
  - -Ongoing chart review
  - -Educate ED physicians/residents

EMS IS INCREASING TRANSPORTS AS CONFIDENCE IN SAFETY OF MCMILLAN DEVELOPS

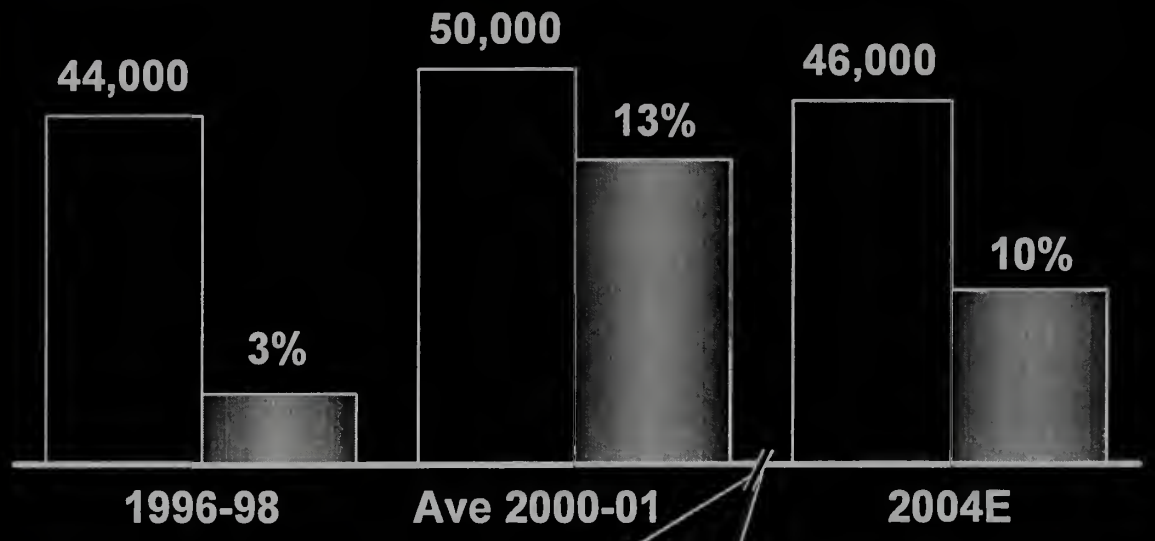
Average monthly transports directly by EMS to McMillan have doubled
Number per month



Fire/EMS action plan

- Increase SFFD support
  - Chief of EMS ownership
  - Fire Chief commitment
  - Medical director triage criteria review
- Improve medic education
  - Targeted at key firehouses
  - McMillan "open house"
  - ED-EMS feedback telephone hotline
- Integration of MAP into Call Center

IMPACT OF DIVERSION TASK FORCE INITIATIVES HAS BEEN SUBSTANTIAL



Impact of Diversion Task Force has been substantial

Diversion task force
- Reduce inebriate burden
- Implemented Clawson dispatch system
- Civilianization of call center
- Highlight system bottlenecks

KEY ACCOMPLISHMENTS AND AREAS FOR ADDITIONAL FOCUS . . .

What has been accomplished . . .

- Creation of an effective solution that targets a "top 3" issue, substance abuse, in the cycle of homelessness in SF
- Effective public/private/academic partnership in a public health solution
- Broad impact on improving access to medical care by applying lean-operating principles to a throughput problem
- Demonstrated financial return on investment for hospitals utilizing the services effectively

Areas of needed attention

- Follow-up on suggested action plans and accountability for capturing growth opportunities
- Maintain private stakeholder enthusiasm for funding public/private partnerships
  - Syndicate success of McMillan model with key stakeholders
  - Next wave ideas/initiatives
- Enforce current alcohol sales ordinances
- Consider new alcohol sales legislation in highly impacted neighborhoods

Feedback . . .

"This program has saved our emergency department's valuable resources. Not only do we have more time to serve other ER patients, public inebriates are now getting the services they need and deserve."

- ED Medical Social Worker

"Thank you for providing a safe and caring environment. This is a very difficult population to deal with and you are doing a great job. Finally, there is a place that can help these folks break the cycle of their substance abuse and get the help they need."

- SFFD Paramedic

Thank Yous…

Honorable Gavin Newsom, Mayor of San Francisco
McKinsey and Company, San Francisco Office
San Francisco Emergency Physician's Association
Hospital Council of Northern California
San Francisco Ambulance Diversion Task Force
McMillan Stabilization Center Oversight Committee
San Francisco Department of Public Health
Mobile Assistance Patrol (MAP)
San Francisco Fire Department and EMS
San Francisco Board of Supervisors
Margot Kushel, MD, MPH, SF General Hospital/UCSF

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Russell S. Roeca, *Commissioner*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-21

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – August 12, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL,** the following were noted present:

DOCUMENTS DEPT.

AUG 23 2004

SAN FRANCISCO
PUBLIC LIBRARY

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Russell S. Roeca
Commissioner Clem Clarke

Commissioner Rosemarie Fernandez-Pifer was excused for vacation.

Gary P. Massetani - Acting Chief of Department

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly - Division of Airports
Thomas A. Siragusa - Division of Training

Chief Officers – Staff:

Marshal Isaacs, M.D. - Emergency Medical Services

Chief Officers – Firefighting Services:

Richard D. Bracco - Division 2
Frank T. Cardinale - Division 3

2. **APPROVAL OF THE MINUTES** ***[Action]***

Regular Meeting of July 22, 2004, and Special Hearings of July 12 and July 14, 2004.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes were approved as presented.

3. **CONSENT CALENDAR**

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during July 2004.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, July 3 through July 16, 2004.

Appointments
Reporting the following PERMANENT appointment effective *JANUARY 25, 2004:*

H3 Firefighter/Paramedic

Leif H. Juliussen, Jr.

Reporting the following PERMANENT appointments effective *FEBRUARY 15, 2004:*

H3 Firefighter/Paramedic

Rita L. Kearns
Tina M. Seibert
Brandon Tom

Reporting the following PERMANENNT appointment effective *JULY 5, 2004:*

7514 General Laborer

Ricardo Zaragoza-Cabrera, Jr.

Reporting the following PROBATIONARY appointments effective *AUGUST 2, 2004:*

H2 Firefighter

Name	*Vice*
Adams, Matthew K.	Clarence Ruffin, retired
Amit, Edward B.	Anthony Serpa, retired
Castain, Michael S.	Ronald Apostoli, retired
Daijo, Paul T.	John Farrell, retired
Devaty, Joseph L.	Gene Botorff, retired
Doherty, Patrick F.	Joseph Sullivan, retired
Doonan, Scott T.	Jerry Tanaka, deceased
Dorsey, William B.	William Hystad, retired
Eckerdt, Dewayne W.	Patrick Skain, retired
Farmer, Robin I.	Gerald Ard, retired
Figueroa, Steve	Roger Erickson, retired
Fisher, Aaron I.	Albert Fernandez, retired
Galvin-Herbert, Nancy E.	Michael Kilgariff, retired
Flores, John M.	Robert Quinn, retired
Grimesey, Patrick C.	Christopher Diaz, retired
Guillen, Cesar, M.	John O'Shea, retired
Hannan, Patrick M.	Robert Blackburn, retired
Harrington, John J.	Danny Foley, retired
Helmer, Nicholas, K.	Calvin Fong, retired
Hornbuckle, Donnie	John Clifford, retired
Hutchinson, Matthew F.	Gordon Leidecker, retired
Kricken, Michael J.	Stephen Martin, retired

Leonard, James	Gregory Wyman, retired
Linney, Kenneth B.	Joseph Scannell, retired
Marshall-Dollinger, Claudia B.	James Rohrs, retired
Martinez, Daniel R.	Terri Skov, terminated
Mello, Robert A.	William Villafuerte, retired
Metz, Steven E.	Thomas Cooney, retired
Morris, David B.	Charles Eckberg, retired
Murray, David L.	Jana Wakefield, resigned
Pereira, Joshua M.	Russell Lease, retired
Plunkett, Todd M.	Dennis Gunther, retired
Rider, Jonathan	Annual Salary Ordinance Authorized
Sandine, Scott R.	Richard Gloistein, retired
Scoble, Jr., Henry B.	Annual Salary Ordinance Authorized
Silva, Joseph A.	Kenneth Hoover, deceased
Smith, Michael T.	Annual Salary Ordinance Authorized
Sullivan, Cordi J.	Gilbert Erbert, retired
Toby, Ryan M.	Douglas Roberts, retired
Tolbert, Jordan S.	Annual Salary Ordinance Authorized
Turner, Tami	Austin Wall, retired
Veach, Jay D.	Steven Lipson, retired
Walsh, Kevin B.	John Hunter, retired
Watrous, Jason D.	Dennis Balich, retired
Whittaker, Dean J.	John Carvajal, retired
Winn, Dustin B.	Timothy Heffernan, retired
Wong, Alan K.	Michael Fauss, retired
Young, Gregory A.	John Welch, retired

Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Pagan, Victor A.	H40 Battalion Chief	Service	Jul. 02, 2004
Fewell, Timothy D.	H33 Captain, EMS	Service	Jun. 29, 2004
Batiste, Walter D.	H28 Lieutenant, DOT	Service	Jul. 01, 2004
Hampton, Anthony V.	H22 Lieutenant, BFP	Service	Jun. 30, 2004
Diggs, Tyrone J.	H20 Lieutenant	Service	Jun. 27, 2004
Gallagher, Peter J.	H20 Lieutenant	Service	Jul. 24, 2004
Guttman, Joseph M.	H20 Lieutenant	Service	Jul. 01, 2004
Kruger, Dennis L.	H20 Lieutenant	Service	Jul. 10, 2004
O'Brien, Larry R.	H20 Lieutenant	Service	Jul. 02, 2004
Papera, Michael C.	H20 Lieutenant	Service	Jun. 30, 2004
Sinigiani, Larry E.	H20 Lieutenant	Service	Jun. 29, 2004
Vander Vennet, John	H20 Lieutenant	Service	Jun. 29, 2004
Brown, Gordon J.	H2 Firefighter	Service	Jul. 01, 2004
Cross, Howard W.	H2 Firefighter	Service	Jun. 30, 2004
Dickson, Robert M.	H2 Firefighter	Service	Jul. 05, 2004
Griffin, Thomas J.	H2 Firefighter	Service	Jul. 01, 2004
Murray, John J.	H2 Firefighter	Service	Jun. 25, 2004
Wesch, William G.	H2 Firefighter	Service	Jul. 02, 2004
Williams, Richard J.	H2 Firefighter	Service	Jul. 01, 2004

(Retirement Certificates will be presented at Fire Commission meeting of January 27, 2005)

Resignation
Reporting resignation of the following 1246 Principal Personnel Analyst Alan K. Wong, effective August 2, 2004. (Resigned in order to accept Permanent H2 Firefighter position. Approximate length of service – 16 years.)

Lay-Off
Reporting involuntary leave (displacement) of 1450 Executive Secretary I Bernice T. Bongalon-Basco, effective close of business August 31, 2004.

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 3	03-4-228	6/11/2004	544	B	File
Cause:	While stopped at an incident, Eng 3 was struck by a civilian vehicle which stopped but then left the scene				
Medic 13	03-4-229	6/15/2004	737	A	File
Cause:	Misjudged clearance - While travelling through traffic, Medic 13 struck and broke the mirror of a double parked civilian vehicle				
Headquarters	03-4-230	6/17/2004	305	A	File
Cause:	Driver inattention - While backing up, department vehicle struck a parked civilian vehicle				
Engine 2	03-4-231	6/17/2004	529	A	File
Cause:	Misjudged clearance - While making a right turn, Eng 2 struck a parked civilian vehicle				
Truck 3	03-4-232	6/18/2004	632	A	File
Cause:	Misjudged clearance (tiller error) - While backing up, Trk 3 struck a tree limb				
Truck 1	03-4-233	6/19/2004	0	B	File
Cause:	While backing into quarters, door opening device malfunctioned and apparatus door started to close before the trailer portion of the truck entered station				

Battalion 1	03-4-234	6/21/2004	912	C	File

Cause: While crossing intersection against red light, Batt 1 did not gain control of the intersection and was struck by a civilian vehicle

AWSS	03-4-235	6/24/2004	996	B	Bill

Cause: While parked, AWSS vehicle was struck by a truck that was making a right turn

Truck 1	03-4-236	6/24/2004	633	A	File

Cause: While responding with red lights and siren, and making a right turn, Trk 1 struck a stopped civilian vehicle

Truck 11	03-4-237	6/25/2004	617	A	File

Cause: While making a right turn, Trk 11 failed to gain enough clearance for the rear side of the trailer and struck a parked civilian vehicle which, in turn, struck a second vehicle

Medic 12	03-4-238	6/28/2004	731	B	Bill

Cause: While parked at an incident, Medic 12 was struck by a civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from July 16, 2004 through August 5, 2004:

1. From Pat Dimmick, Children's Librarian, San Francisco Public Library, thanking Lt. Fernando Juarez for arranging a visit and talk by firefighters on fire safety at the Parkside Branch Library: Copy: each Commissioner, Chief of Department, and Deputy Chief, Operations.

2. From "Joe Medic", regarding medic burnout and proposing EMS reconfiguration plan which would reduce ambulance workload with minimum increase in payroll. Copy: each Commissioner, Chief of Department, and Deputy Chief, Operations.

3. From Rudy Arguello, filing a complaint regarding a public hearing about an application for an Auto Repair permit on Monterey Blvd. and questioning validity of the Hearing

when the complaints from concerned neighbors and groups in the area was ignored and permit issued. Copy: each Commissioner, Chief of Department, Deputy Chief, Administration and Fire Marshall.

4. From Kevin Carew, asking for verification that his Great-grandfather served as a model for the Washington Square monument for playing a major role in suppressing the Western Addition fire. Copy: each Commissioner and Captain Mike McDowell, Fire Historian.

Commissioner Roeca moved and Commissioner Nakajo seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Acting Chief of Department Gary P. Massetani on current issues, activities and events in the Department, including budget, operations, and EMS Reconfiguration.

Gary Massetani, Acting Chief of Department, informed the Commission that Local 798's MOU, unanimously passed by the Finance Committee, will go before the full Board. It is anticipated that the Board will approve it and implementation from a 28-day tour to a 31-day tour should start on August 28th. The Finance Committee also approved the Hunters Point Naval Shipyard Cooperative Agreement whereby the Department assumes the provision of fire and emergency medical services. The Department may accept a one-time payment of $193,000 for facility improvements and equipment. Provision of services has been scheduled to commence by September 1st. Services will be provided from the adjoining stations – Station 17 and Station 25.

Chief Massetani announced that the Department received a FEMA grant from the Fire Act of 2000. The total value of the grant was $569,000, with the Department matching $171,000, for a net value of $398,000. The grant is for wildland clothing and communications equipment. It will provide 60 radios and over 500 sets of Nomex coats, pants and boots for the Department's firefighters. Chief Massetani wished to acknowledge the work of Captain James Connors, DOT, and the OESYI Committee for the excellent collaborative effort on the grant application.

On August 16th, the Department will present at SFStat, before Mayor Newsom, the current status of service delivery, absenteeism and the budget, noting any changes from the last reporting session one month ago.

The EMS Reconfiguration is a work in progress, with all labor organizations having submitted their input, and is currently under review by the command staff. The Chief is working closely with Mayor Newsom and Dr. Katz on this issue, and the draft will be available in September for public input at a Commission meeting.

Furthermore, at the Division of Training, the 109th Academy class has commenced with 48 H2 candidates. Classes started on August 2nd and graduation is scheduled for November 10th.

Chief Massetani provided an update on the air replenishment system. The starting date of the ordinance has been set for March 30, 2004, which means that any building permit

application for construction that was submitted after that date would be required to meet the new code. Additionally, he announced the release of the Arson Task Force Report which clarifies the work being done by the unit and acknowledges their high success rate.

In closing, Chief Massetani reported that between June 10th and August 11th there were nine greater alarms (all second alarms) and 68 working fires. Property damage was reported at $2.5 million, contents damage at $1.2 million and exposure property damage about $210,000. There were two civilian injuries and no civilian fatalities, and several firefighter injuries. Fifty-five adults but no children were displaced.

Discussion ensued with Commissioners asking questions and Chief Massetani and staff responding.

Report from Emergency Medical Services

Marshal Isaacs, M.D., EMS Medical Director, wished to acknowledge recent media events regarding incidents in which the emergency medical care provided by members of the Department had come into question. He assured the Commission that the Department is aware of these incidents and that each case will undergo a thorough and complete investigation. While EMS management is troubled by any report of concern with the conduct of emergency medical services personnel, they remain confident that the Department's paramedics and EMTs deliver a high quality of emergency medical care to the residents of and visitors to San Francisco on a daily basis.

James Fazackerley, Section Chief, EMS Operations, provided the report in Chief Ortiz-Schuldt's absence. He noted that progress is moving well on the development of a final proposal on the configuration of EMS services for the Department. He reported that medical unit staffing was maintained, since even during the brown-out of units the Department was able to deploy 19 ambulances around the clock for 27 of July's 31 days. During the month of July, the average deployment of first response apparatus was 26 ALS engines per day. The Department is meeting, and has even improved, all of the Department of Public Health mandated response times, except for an average of a 20 second delay in the first defibrillator arrival on the scene.

Chief Fazackerley announced that Captain David Drabble has been assigned as the prime investigator for all clinical and clinically related complaints, events and incidents. Captain Drabble brings a wealth of procedural and regulatory experience to his assignment. Additionally, under Captain Niels Tagherlini's leadership asthma outreach continues to be provided in community schools, clinics, and health fairs in high-risk areas of the city.

In closing, he related that In-service Training is providing battalion-based training on medical topics. The focus for the month for all members of the Department has been on the emergency revisions to policies regarding non-transport and death in the field. Additionally refresher paramedic training has started with all ALS crews attending specialized training, including topics on public interaction and overall customer service.

Discussion ensued with Commissioners asking questions and Chief Fazackerly and staff responding.

Report from Division of Training

Thomas A. Siragusa, Assistant Deputy Chief, Director of Training, and James Connors, Recruit Captain, DOT, presented the State of California Master Mutual Aid Agreement, the San Francisco Fire Department response, and training for Wildland fires.

Chief Siragusa provided an overview of the concept of Mutual Aid in the State of California. He noted that all state agencies, all political subdivisions and fire districts must sign the Master Mutual Aid Agreement, with each party agreeing to furnish resources and facilities to every party of the agreement to prevent and to combat any disaster in accordance with mutual aid operational plans.

Chief Siragusa explained the use of the Incident Command System and how it came into being after the 1970s fire siege in Southern California as a response to communication problems, resource problems and lack of using common terminology. It was an outgrowth of group known as FIRESCOPE (Fire Resources of Southern California Organized for a Potential Emergency).

Captain Connors provided an overview of the evolution of the Mutual Aid System in California as well as the National Incident Management System. Currently, the California Incident Command Certification System has been established as a collaboration effort involving the California State Marshal's Office, FIRESCOPE and State Office of Emergency Services. It requires that all firefighters responding in mutual aid and wildland/urban interface incidents must have training and certification in their areas of operation.

Captain Connors pointed out that in order to be prepared for these responses, the Department now provides training for its personnel. A mandated program of three courses is undertaken during battalion-based training. The first course (S-130) consists of an introduction to firefighting in the basic wildland environment. The second course (S-131) is more advanced training that includes documentation, communications, decision making, safety considerations and tactical considerations. The third course (S-190) deals with wildland fire behavior and the dynamics of rapidly changing conditions.

In closing, Chief Siragusa pointed out that the common word in the wildfire environment is LACES and every firefighter needs to understand it: post a Lookout at all times, remain Aware of conditions, have a Communication plan, know the Escape route and the Safety zones.

Discussion ensued with Commissioners asking questions and commenting on the excellent presentation, and with Chief Siragusa and Captain Connors responding.

Please note: A copy of the PowerPoint presentation is attached and is also available on the Fire Commission Website www.sfgov.org/firecomm

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Statement of Incompatible Activities *[Action]*

Review and adoption of Statement of Incompatible Activities for the Fire Commission.

Commissioner Conroy thanked Deputy City Attorney Margaret Baumgartner for developing the Statement of Incompatible Activities. He asked if she could comment on it.

Ms. Baumgartner noted that the Statement is a requirement that was passed on the last November ballot. It removed certain portions of previously existing ethics rules and prescribed that each department would have the opportunity to submit what they believe is incompatible for members of their department and their commission. All Statements are to be forwarded to the Ethics Commission who will have final approval. Once it is formally

adopted by the Ethics Commission, it becomes an ordinance and its violations could be considered a misdemeanor, with attendant penalties. The intent of the Statement was to provide clarification to employees and officers of the City as to what was incompatible with their city offices.

Please note: A copy of the Statement of Incompatible Activities is attached and is also available on the Fire Commission Website www.sfgov.org/firecomm

Commissioner Clarke moved and Commissioner Roeca seconded. There were no further questions or discussion and the Statement of Incompatible Activities was adopted.

C. Consideration of Response to Grand Jury Report *[Action]*

Review and approval of Fire Commission's Response to Grand Jury Report.

Commissioner Conroy wished to thank Commissioner Roeca for his participation in the drafting of the Response. He also expressed his gratitude to Chief Massetani, Chief Ortiz-Schuldt and Chief Fazackerly for their assistance in providing information for which the Commission relied in putting together aspects of the response.

Commissioner Nakajo thanked both Commissioner Conroy and Commissioner Roeca for their hard work. He considered it to be an excellent piece and encouraged members of the public as well as the employee organizations to read it.

Commissioner Roeca stated that he especially appreciated the EMS report this evening in the context of the Grand Jury Report and the Commission's response, since he is finally seeing teamwork coming into place.

Please note: A copy of the Fire Commission Response to Grand Jury Report is attached and is also available on the Fire Commission Website www.sfgov.org/firecomm

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no further questions or discussion and the Response to Grand Jury Report was approved.

5. PUBLIC COMMENT

Sherman Tillman, Station 13, thanked the Commission and the command staff for not making the cell phone antennas on the roof of Station 13 operational. He and the members of Station 13 request that the antennas be completely removed since personnel from the cell phone provider come and clean the arrays each month, implying that they could become operational at any time.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:00 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Russell S. Roeca, *Commissioner*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

FIRE COMMISSION RESPONSE TO GRAND JURY REPORT

INTRODUCTION

The merger of the Fire and Emergency Medical Services (EMS) functions into one department has been a matter of critical importance to the Fire Commission. The merger process began in 1996, at the time when three of the current commissioners were appointed by Mayor Brown. At the inception of this process, the Fire and Health Commissions met jointly and established that it was the policy of both Commissions that a fire-based EMS delivery system was in the best interest of San Francisco's residents and visitors. The merger of the Advanced Life Support (ALS) capability of the Department of Public Health ambulance system into the Fire Department, which was already providing Basic Life Support (BLS) emergency medical service, was perceived to be a natural and efficient combination of existing resources, while enhancing the quality of pre-hospital medical care. The Fire Commission appreciates the Grand Jury's work on this important issue and herewith responds to the Grand Jury Report on the Merger of Emergency Medical Services and the San Francisco Fire Department (hereinafter referred to as "Report").

Preliminarily, the Fire Commission notes the merger's progress since it was initiated in 1996:

Before the merger, the Public Health ambulance system consisted of an average of fourteen ambulances deployed dynamically, each staffed by two paramedics, providing service to the entire City. There are now twenty ambulances, each staffed by at least one paramedic and one Emergency Medical Technician (EMT), four Rescue Captains in vehicles, and additional H1-paramedic staffed ambulances deployed strategically throughout the City. For the past two and one half years, there have been a minimum of 21 and, during the past year, an average of 25 ALS engines deployed throughout the City, each staffed with one paramedic and one EMT. All Firefighter/paramedics now rotate between assigned ALS engines and ambulances, establishing continuity and rounding out the engine company's provision of services. With four Paramedic Rescue Captains in vehicles, there are, at any given time, more than 45 to 50 ALS-staffed Fire Department units responding to medical emergencies throughout the City. The number of paramedics-staffed units capable of responding at any given time has increased 200% from fourteen to more than forty-five. The number of individual ALS responses that are possible at a given time have increased more than 200% from fourteen to fifty.

Before the merger, the entire paramedic staff was supervised by one field supervisor. There are now four field supervisors, an increase of 300%. The ratio of field supervisors to paramedics has been improved from one to twenty-eight (1:28) to one to eleven (1:11).

Before the merger, the 90th percentile ALS response time[1] for a paramedic to reach the scene was over nine minutes. The 90th percentile ALS response time for the first paramedic to the scene is now four minutes and forty seconds, cutting the response time in half.

Since the merger, paramedics, firefighters and Firefighters/Paramedics have been quartered together and have worked side by side in the delivery of emergency services to the City. These emergency services consist not only of emergency medical services and fire suppression[2], but also water, surf and cliff rescue, hazardous materials response and weapons of mass destruction response which are all provided by firefighters and Firefighter/paramedics. During the past two years EMS and suppression administrative staffs have been integrated into the same headquarters. EMS and suppression training now takes place in the same facilities. There are now two California Medical Board Certified Emergency Room physicians who serve as Medical Directors of the Department.

In late 2003, the Commission revised its Annual Statement of Purpose by eliminating the statement that one of the Commission's purposes is *to advocate for the realization of the merger*. This was done in recognition that, in the Commission's view, the merger has been accomplished. Although the merger is accomplished, the manner and method by which the Department provides emergency medical services is continuing to undergo refinement. One role of the Commission is to provide ongoing support of the administration's efforts to enhance and support the collaborative work of the department membership and public stakeholders in the delivery of (1) fire suppression, (2) fire prevention and (3) emergency medical services with the focus upon the common public good. There is no priority given to one service over another. All are critical and integral components designed to effectively serve the public.

Since Chief Joanne Hayes-White took office in January of this year, she has taken swift and deliberate action to further improve upon the system. The Chief has named a new Director of Training who is the first Director trained as both a paramedic and firefighter. The new EMS Division Chief, appointed by Chief Hayes-White, is the first EMS Chief with extensive experience in the field as both a firefighter and paramedic. There is now a physician assigned to the in-service medical training for EMTs and paramedics. There is now an ongoing Quality Improvement Program designed to enhance the quality of medical care overseen by a physician.

Early this year, Chief Hayes-White convened an EMS configuration study involving all employee and work group organizations, including the Firefighter/paramedic association, the EMS Officers Association, Local 790 (representing the paramedics), the Director of the San Francisco County EMS Agency, Local 798 and other stakeholders in the process in an effort to refine the delivery of EMS services, taking into account quality of service, cost and the retention of Firefighter/ Paramedic personnel.

At the same time, Chief Hayes-White announced a goal of deploying each of the Department's 42 engines companies as ALS engines, further reducing response time and further integrating paramedics and firefighters into a unified response to a range of emergencies.

While there have been difficulties encountered along the way, perhaps not surprising given the breadth of the undertaking, the merger has resulted in a far more effective emergency medical services delivery system - to the great benefit of San Francisco's residents and visitors. The

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[1] "90th percentile" means that in nine out of ten responses, the responding vehicle arrives within the required time. This is a national statistical methodology utilized by Emergency Response Agencies to measure and compare emergency response times.

[2] "Suppression" in the SFFD includes all field personnel, including Special Operations, extinguishment of fires, emergency medical response, surf and cliff rescue, Airport operations and arson investigation.

San Francisco Fire Department is viewed nationally as a model EMS provider in the areas of medical training, quality improvement and dispatch.

In view of this substantial progress, it is with dismay that we read the Grand Jury Report, with the offensive sub-title *Match Made in Heaven or Shotgun Wedding?*

OVERVIEW

The Report states that the majority of the Department Members "are dedicated to protecting the lives and property of the citizens of San Francisco." It is the Commission's view, based on its observance of and interaction with the Department's membership that, with the exception of the few individuals encountered in disciplinary proceedings, all of the members, uniformed and civilian, are dedicated to the Department's mission.

Contrary to the statements made in the Report, medical oversight of EMS is not weak, but, as pointed out above, it is stronger than ever before. The statement that "No one in authority is watching out for the EMS needs of San Franciscans or the EMS providers" has no support in fact and is contrary to the truth. In fact, the EMS needs of San Franciscans, through the merger and the continuing enhancement of the methods and quality of service, are significantly better provided for than prior to the merger. In fact, the EMS providers are better supported and supervised than prior to the merger. This is due to the efforts of the prior and current Mayoral administrations, the Public Health Commission and Director of Public Health, the Director of the San Francisco County Emergency Medical Services Agency, the Fire Commission, the Chief of the Fire Department and her administration, all of whom are looking out for the well being of the residents and visitors to San Francisco and the firefighters, EMTs, paramedics and Firefighter/Paramedics who help them. The Commission is dedicated to fostering a Department which will continue its progress toward becoming a model fire-based EMS delivery system in all facets of EMS delivery.

The Commission agrees that a very serious problem within the Department is the lack of promotions. This delay is related in part to the circumstances surrounding the Consent Decree and is due in large part to differences over the certification rule for the Captain's promotional examination. The Department is currently endeavoring to resolve this issue before the Civil Service Commission.

The Commission is responsible for overseeing the Department and working with the Chief, but does not "rubber-stamp" the Chief's decisions. The Commission independently evaluates recommendations and operates by consensus where appropriate. This Chief has brought a new openness to the deliberative process that fosters open debate during consideration of issues confronting the Department. The Commission does not hesitate to challenge and question the Chief.

The Commission does not tolerate on-duty alcohol or drug ingestion or intoxication. Members who have been found in violation of Department Rules and Regulations regarding drugs and alcohol have been appropriately disciplined by the Commission pursuant to its Charter mandate. The Chief of Department is in the process of initiating a program of random testing for on-duty drugs and alcohol. The random testing should enable further enforcement and provide deterrence.

RESPONSE TO FINDINGS AND RECOMMENDATIONS

The Commission notes that most of the *"Findings"* contained within Sections I, III and V of the Report, to which it has been asked to respond, are not true factual findings. The Report's findings are largely references to statements made in the Controller's April 28, 2004 review of

the Fire-EMS System, to which the Department has already responded separately. Additional findings are arguments posited as facts. In addition to the specific responses below, the Commission refers to the other sections of this response in answer to the findings.

I. MERGER OF THE DEPARTMENT OF PUBLIC HEALTH EMERGENCY MEDICAL SERVICES AND THE SAN FRANCISCO FIRE DEPARTMENT

Findings

1.1 *Agree.*

1.2 *Agree.*

1.3 *Agree in part.* SFFD is also responsible for the effectiveness of EMS.

1.4 *Disagree.* The Report is engaging in semantics with the terms "merger" and "complete". The merger is complete by every measure, from the lettering on the ambulances to the integration of EMS services, training and administration into the Department. The Department, as with every successful organization, will continue to refine the method and quality of the services it provides.

1.5 *Disagree.* The SFFD Medical Director's salary is paid in part by the SFFD and in part by the Department of Public Health. The SFFD Medical Director has, and exercises, a policy advisory role in the SFFD regarding the provision of medical care and quality improvement.

1.6 *Agree.* There is a direct reporting relationship between the SFFD Medical Director and the Director of Public Health. There is also a direct reporting relationship between the Director of EMSA and the Director of Public Health.

1.7 *Disagree.* The SFFD Chief of EMS is one of three Assistant Deputy Chiefs who reports to the Chief of Department through the Deputy Chief of Operations.

1.8 *Disagree.* The Department responded to BLS medical calls before the merger and continues to respond, with added ALS capability, since the merger. The EMS mission is considered to be an integral part of the Department's mission.

1.9 *Disagree.* This statement does not make a fair comparison between all EMS calls, regardless of the true medical condition of the patient, and those fire calls which only involve actual structure fires. Call volume alone, without reference to the nature or severity of the incident as well as other factors, should not be relied upon in determining the appropriate deployment of resources.

1.10 *Disagree.* There is no basis, factual or otherwise, to support a conclusion that the number of fire suppression calls are "inflated" or are otherwise misrepresented. SFFD incident response data is available to the public through a number of sources.

1.11 *Agree.*

1.12 *Agree* that street box alarms are typically responded to by an ALS or BLS engine and a truck, which are prepared to provide fire suppression or medical response. Disagree that this is excessive, given the importance of a fast medical response and the risk of fire spread posed by the construction type and density in San Francisco.

1.13 *Disagree.* Refer to Response to Findings and Recommendations in Section V and the Introduction, Overview and Conclusion sections of this Response.

Recommendations

1a. *Agree*. The Commission agrees with this recommendation to the extent that it suggests the establishment of specific criteria for measuring the success of the Department's provision of Emergency Medical Services. This recommendation will be implemented, understanding that the Commission views the merger as having already been "completed", but with the view that goals and timelines for further improvement should be established and articulated and accomplishment of these goals measured.

1b. *Agree*, as noted in 1a, above. The Commission is accountable to the Mayor and agrees that it should be accountable for all goals established for the Fire Department.

1c. The Mayor appoints Commissioners, pursuant to the San Francisco Charter, Sections 3.100 and 4.108., and, therefore, the Commission cannot implement this recommendation.

1d. The Commission *disagrees* with this recommendation. Medical oversight is provided by: The Department of Public Health Director; the Director of the San Francisco County Emergency Medical Services Agency (EMSA); the Department's two Medical Directors, all in communication with one another. The Department's Medical Directors and the EMS Division Chief and the EMS Operations Chief report to the Chief of Department and through her, report directly to the Fire Commission at regularly scheduled Commission meetings. Individual Commissioners recommended in November, 2003 that greater communication occur between the Chief of Department and the EMSA Director. There has been significant improvement in this area since the inception of Chief Hayes-White's administration, to the benefit of the Department's provision of EMS services.

The Commission believes that there may be occasions in the future when both the Fire Commission and the Public Health Commission would find it beneficial to meet jointly with respect to specific policies or procedures, as appropriate.

1e. The Commission *agrees* with this recommendation, which has already been implemented. The Commission, in its Annual Statement of Purpose posted on the Commission web site, recites that the provision of emergency medical services, together with fire suppression and fire prevention is an integral part of the Department's mission. The Commission has also communicated the importance of the Department's EMS mission in public statements during both regular and special Commission meetings.

In addition, at a special meeting convened by the Commission on August 12, 2003 specifically for the purpose of considering steps to take to improve the progress of the merger and to respond to complaints from Firefighter/paramedics, the Commission sought and obtained public comment from members. Following this meeting, two Commissioners undertook a series of individual meetings with all stakeholders in regards to the merger and the complaints since reiterated in the Report. These Commissioners publicly announced and repeated the importance of the EMS mission during the November 25, 2004 Commission meeting. (See minutes of August 12, 2003 Special Meeting and November 25, 2003 Regular Meeting.) Additionally, in communications with Department membership and administration, Commissioners have stressed the importance of a team approach of all segments of the Department in carrying out its mission to provide fire prevention, emergency medical services, fire suppression, rescue and

hazardous materials response. The Chief of Department has clearly and unequivocally communicated the same message.

1f. This recommendation has already been implemented. Additionally, the EMS configuration study is currently underway to refine the Department's delivery of EMS services and ensure that the most effective and efficient combination of resources is brought to bear on medical and other emergencies. The Commission does not agree with the inference that there has been a disproportionate emphasis on fire suppression, but agrees with the recommendation that the Department should respond with appropriate staff and equipment.

III. RESOURCE ALLOCATION AND POLITICS

Findings

3.1 *Disagree*. Among other omissions, this statement does not account for the Firefighter-EMTs in the Department who provide important BLS services, in addition to their other services. This statement does not recognize the pre-merger and continuing demand for fire and other emergency response that is not eliminated by the addition of ALS responsibilities.

3.2 *Disagree*. The merger is complete. A goal has been expressed of achieving all ALS engines. Some recruits with paramedic licenses have been hired into the current academy and will be encouraged to work for the Department as Firefighter/Paramedics. The Department is currently reviewing its hiring plan to increase the number of paramedics.

3.3 *Agree* that an entrance level Firefighter/Paramedic provides firefighting and ALS services at a 15% higher cost than a fifth year firefighter.

3.4 *Agree*.

3.5 This finding does not specify the criteria being utilized for this conclusion. Unable to agree or disagree because it is unclear in which situations the patients actually received or required ALS services.

3.6 *Agree* that twenty-one ALS engines is the minimum number of ALS engines that the Department will deploy. However this year, on average, twenty-five ALS engines have been staffed.

3.7 *Disagree in part and agree in part*. The merger has progressed under the administration of three short-term Chiefs and the merger was accomplished, in the view of the Commission, during the tenure of the previous Chief. Agree that the new Chief is charged with further enhancing the Department's provision of Emergency Medical Services. Agree that the new Chief should be, and is, supported in her efforts.

3.8 *Disagree*. There has been significant change for the better in the Department, particularly as it relates to the provision of EMS services. Local 798 leadership has expressed support for the Department's provision of EMS services. This is consistent with the International Association of Firefighter's endorsement of a Fire-based EMS provider system model. All stakeholders have worked collaboratively during the Department's recent EMS Reconfiguration process.

3.9 *Agree* that Local 798 effectively advocates for its membership, which is open to all uniformed members of the Department from the rank of H-2 Firefighter to H-50 Assistant Chief.

3.10 This finding is so replete with argument that it is not capable of response.

3.11 *Agree* that this is the conclusion of the Controller's report. However, the volume of calls in the SFFD is far greater than "comparable" departments, resulting in a heavier work load and the exposure of members to greater risk.

3.12 *Agree*. This conclusion of the Controller's Report, however, omits the fact that San Francisco has greater population density and greater housing stock density than the other jurisdictions to which it was compared. Factoring in density, San Francisco has fewer fire stations per structure requiring fire protection than "comparable" United States jurisdictions referenced in the Controller's Report. This comparison also omits other factors, such as: the challenging topography of San Francisco; the limited availability of mutual aid from other jurisdictions due to the fact that the City is on a peninsula; the prevalence of older wood frame structures and the risk of earthquake.

Recommendations

3a. *Agree*. This recommendation has already been implemented and is also undergoing further evaluation through the EMS Configuration process. It should be pointed out that although the medical dispatches amount to approximately 70% of the current dispatch volume, this medical workload has been layered on top of the Department's pre-merger fire and emergency response. These additional calls do not obviate the need to respond to suppression and other emergencies. Given the age and density of San Francisco's predominantly wood frame structures, quick and aggressive response by a sufficient number of personnel and apparatus is necessary to extinguish fires before they spread, which could otherwise result in conflagration. Resources cannot be allocated based solely on the daily series of dispatches, but must also be ready to respond to the regular occurrence of fire and the risk of earthquake, conflagration and other anticipated major events.

3b. *Agree*. This recommendation has already been implemented and is continuing. The Commission has overseen the deployment of Department resources to carry out the EMS mission of the Department since the inception of the merger as noted in the Introduction to this response.

3c. This is a recommendation to the Board of Supervisors. The previous and current Presidents of the Commission have met with the Controller and his staff concerning the Controller's recommendations. The Department has responded in those meetings and during the public meeting conducted by the Finance Committee of the Board of Supervisors. Under the City Charter, it is the Fire Commission that sets objectives, programs and policies and prescribes and enforces rules and regulations for the Fire Department.

V. HARASSMENT

Findings

5.1 There have been generalized anecdotal accounts of harassment, such as are contained in the Report itself. Information concerning the date, station, identity of the harasser and/or identity of the victim has not been received by the Commission. Many of the complaints were apparently in reference to incidents that had occurred years previously, but were reported as if they had recently occurred. The Commission has been frustrated by the lack of specifics in these complaints, which reduces the complaints to the status of rumors - that cannot be proved or disproved. The Commission is, therefore, not aware of facts which would either support or refute that this is currently or has recently occurred. The

Commission has also been advised that Firefighter/paramedics have given up their H-3 status because of workload, a factor being addressed by the EMS Reconfiguration process. Another factor may have been the long term assignment to an ambulance, addressed in part by the deployment of Firefighter/paramedic-staffed ALS engines.

5.2 *Disagree* for the reasons stated in response to 5.1. *Agree* that the EEO complaint process does not afford recourse to a complainant who is not in a protected status under anti-discrimination laws. The process available to Firefighter/paramedics who complain of harassment because of their job function or title is through the chain of command. *Agree* that the chain of command is less effective currently, given the lack of promotions and the resulting temporary officer assignments. Commissioners have also been advised that conditions for paramedics and Firefighter/paramedics have improved.

5.3 This statement is of the type referred to in response to 5.1. The Commission is not aware of facts to support a statement that this is occurring or has occurred during this or the previous Chief's administration.

5.4 *Agree* that there have been specific complaints made during the past year through the chain of command concerning incidents of claimed harassment. Members found to have engaged in this conduct have been appropriately disciplined. Two further disciplinary matters are pending and are currently before the Commission for determination.

5.5 This statement is of the type referred to in response to 5.1. The Commission is not aware that this is occurring, recently occurred or ever occurred.

5.6 The first sentence touches upon a matter that is currently before the Commission with respect to one station and cannot be commented upon. Other than that claim, the Commission is not aware of facts to support this statement with respect to other stations. The Commission agrees that removal of a perpetrator of harassment or discrimination from a station may be one of the appropriate methods of correcting the situation.

5.7 *Agree*.

5.8 *Disagree* that the Department has weak leadership or that the Department has a hostile work environment. Complaints of harassment that are brought through the chain of command are appropriately handled.

5.9 *Disagree*. This is a vague and generalized statement that is unsubstantiated and amounts to rumor.

5.10 *Agree*. This section of the Charter was amended November 2003.

5.11 *Disagree*. The Commission has appropriately dealt with all claims of harassment or other misconduct that have been brought before it. Where violation of Department rules and regulations has been demonstrated, the Commission has imposed the appropriate discipline, including suspension, fine and termination. The Commission cannot act upon rumor, as the spreaders of such rumors are well aware. The Commission has clearly communicated to the Department that harassment of any kind will not be tolerated. The Chief of Department has demonstrated her own unequivocal determination to effectively deal with any specific claims of harassment. The Commission has directed, encouraged and supported the completion of the merger and the continuing improvement of the quality of service, including EMS service, provided by the Department.

Recommendations

5a. The Commission *agrees* with, and has already implemented and pursued a policy that harassment of any type, including harassment of Firefighter/paramedics, will not be tolerated. The Department should continue to investigate specific claims of harassment and, if verified, impose appropriate discipline, up to and including potential termination. The Department should take steps to eliminate structural impediments that are perceived as preventing enforcement of the Department policy that harassment will not be tolerated. The Commission recently terminated a member it found guilty of harassment.

5b. The Commission *agrees* with this recommendation, which has already been implemented.

5c. The Commission *agrees* with this recommendation, which has already been implemented.

CONCLUSION

The Commission views the merger as having accomplished a substantial and dramatic improvement in the quality of emergency medical services provided to the residents and visitors of San Francisco. There have been significant increases in the number of paramedics and in the number of paramedic-staffed units. The response time for medical emergencies is half what the response time was before the merger. There has been an increase in the degree of direct medical oversight and a further integration of EMS and Fire administration and training.

The Commission recognizes and continues to stress the importance and equal role of the EMS component of the Department. Although the Commission views the merger as having been completed, it supports the Chief of Department's continuing efforts to refine a balanced and efficient delivery of EMS, Fire Suppression and other emergency and prevention services in an environment that is free from harassment and discrimination in any respect.

The Commission continues to communicate, consistent with what has been articulated by the Chief of Department, that harassment of any member for any reason will not be tolerated. Members who have committed harassment have been disciplined by the Department administration and the Fire Commission. It appears that the working conditions of Firefighter/paramedics have improved due to the efforts of all members to work together. Many of the complaints which the Commission has heard, which have also been repeated in the Report, concern reports of incidents that occurred years ago. Members of the Department who feel that they have been harassed or discriminated against based upon their Paramedic or Firefighter/paramedic status are encouraged to bring their complaints through the chain of command without fear of retribution.

In conclusion, it is this Commissions' strongly held belief that the snapshot presented by the Grand Jury report does not accurately reflect the Department yesterday or today. The Department is more than a fire department. Its members offer the public a diverse set of skills and services and work collaboratively to achieve a selfless mission. The merger has been a broad undertaking in scope and has significantly improved the effective delivery of a full panoply of emergency services to the public.

The path is not always without conflict. The merger brought distinct working cultures together into a new organization that has taken time to mature. The Department consists of different employee groups, which, at times, have competing interests, particularly when there is a diminishing pie and serious financial and budgetary concerns facing the City. Yet, overwhelmingly, the members are united in their dedication to this City and to the delivery of

effective suppression, prevention and emergency medical services in an environment that values cultural diversity and is free of harassment and discrimination.

The Department has taken great strides over the past eight years. The merger has been complex, yet, successful. Admittedly, there have been trying times. Admittedly, there is more to do - there will always be more to do. Yet, the Department is committed to excellence and no less a standard. The Members would no doubt agree.

Adopted at the Regular Meeting of the San Francisco Fire Commission on August 12, 2004.

Ayes: Conroy, Nakajo, Roeca, and Clarke
Absent: Fernandez-Pifer

Tania Bauer, Commission Secretary

FIRE COMMISSION

STATEMENT OF INCOMPATIBLE ACTIVITIES

This Statement of Incompatible Activities is required by San Francisco Campaign and Governmental Conduct Code (C&GC Code) section 3.218. This Statement is intended to provide guidance to Commissioners and employees of the Fire Commission about what types of activities are incompatible with their public duties. Engaging in the activities identified in this Statement as incompatible may subject a Commissioner or employee to discipline, including removal from office, as well as to monetary fines and penalties. (C&GC Code § 3.242). For any activity identified in this Statement as incompatible that is not otherwise prohibited by law, no discipline or penalties may be imposed until the Commissioner or employee has an opportunity to explain why the activity should not be deemed incompatible. (C&GC Code § 3.218).

Nothing in this Statement shall exempt any person from applicable provisions of other laws. Any questions about this Statement should be directed to the President of the Fire Commission.

I. GENERAL

The Fire Commission is charged with ensuring that the San Francisco Fire Department effectively implements its Mission:

> *The Mission of the Fire Department is to protect the lives and property of the people of San Francisco from fires, natural disasters, and hazardous materials incidents; to save lives by providing emergency medical services; to prevent fires through prevention and education programs; and to provide a work environment that values cultural diversity and is free of harassment and discrimination.*

II. USE OF DEPARTMENTAL RESOURCES AND PRESTIGE OF OFFICE

A. Use of Department Resources

City resources, including telephone, computer, fax machine, or supplies, may not be used for non-City purposes. Notwithstanding this prohibition, occasional use of the telephone or computer to communicate about personal or family matters such as doctor appointments, child care, transportation arrangements, or meeting times and similar de minimis uses will not constitute a violation of this section.

If a call or email relating to outside employment is received, the Commissioner or employee should inform the person of the appropriate non-City contact information and conduct the conversation at another time not using City resources.

B. Use of Prestige of the Office

Commissioners and employees may not use their City title or designation for any private gain or advantage. Examples of this include but are not limited to:

- Distributing City business cards for any non-City purpose that may lead the recipient of the card to think the officer or employee is acting in an official capacity when he or she is not.

- Using City email or letterhead for any non-City communication that may lead the recipient of the communication to think the officer or employee is acting in an official capacity when he or she is not.

- Presenting themselves in the course of an outside activity as a representative of, or acting in the name of, the Fire Commission unless authorized to do so.

III. COMPENSATION FOR ASSISTANCE WITH CITY SERVICES

Commissioners and employees of the Fire Commission may not receive or accept anything of value from anyone other than the City for the performance of an act the officer or employee would be expected to render in the regular course of his or her public service. Examples of such activity include, but are not limited to accepting gifts, rewards or other compensation for advice about the processes of the Fire Commission.

Nothing in this section shall preclude the receipt of a bona fide award provided to recognize exceptional service by a City employee, and which is not provided in return for the rendering of specific services.

IV. ACTS SUBJECT TO REVIEW BY THE COMMISSION

Commissioners and employees may not engage in outside activities that are subject to the control, inspection, review, audit or enforcement of the Fire Commission. Examples of this include but are not limited to:

- Advising any person or entity, other than in an official capacity, about a matter that will or may potentially come before the Fire Commission, including disciplinary matters. This includes assisting in the analysis and presentation of disciplinary cases to the Fire Commission or its staff.

- Entering into a contract or grant agreement subject to the approval of the Commission. This includes agreements between the City and any legal entity, including non-profit entities, where the Commissioner or employee is the executive director of the entity, or would otherwise be responsible for performance or supervision of performance under the contract or grant.

- Except as within the scope of official duties, receiving anything of value for assisting private individuals or entities in obtaining or attempting to obtain a permit, inspection, or other service from the San Francisco Fire Department.

V. TIME DEMANDS

Employees may not engage in outside activities with time demands that would render performance of the employee's duties for the Fire Commission less efficient. Examples of this include but are not limited to:

- Employees who work 40 or more hours per week engaging in outside employment for more than 20 hours per week.

- Employees engaging in any outside activity that requires absence from the office during the regular workday on more than an occasional basis.

- Employees engaging in any outside employment, including employment with another governmental entity or nonprofit organization, which results in the receipt of frequent telephone calls or visitors by the employees while on duty at their place of employment in the City and County.

VI. NOTICE TO COMMISSION OF OUTSIDE ACTIVITIES

The examples of employment and activities listed above are not an exclusive list of activities that are inconsistent, incompatible, or in conflict with the duties of the employees of the Fire Commission.

Adopted at the Regular Meeting of the San Francisco Fire Commission on August 12, 2004.

Ayes: Conroy, Nakajo, Roeca, Clarke, Fernandez-Pifer

_____

Tania Bauer, Commission Secretary

S.F.F.D.

Mutual Aid

1

CALIFORNIA MASTER MUTUAL AID AGREEMENT

- State of California, all State agencies, all political subdivisions and fire districts have signed this agreement

2

EACH PARTY *AGREES*

- To furnish resources and facilities to every party of the agreement to prevent and combat any disaster in accordance with mutual aid operational plans

3

MUTUAL AID

SHALL be available and furnished in all cases of local peril or emergency or State of Extreme Emergency

4

MUTUAL AID

Who coordinates the statewide Mutual Aid Plan?

5

OFFICE OF EMERGENCY SERVICES

- Required to coordinate the emergency activities of all state agencies during an emergency

6

THE ORGANIZATION

STATE LEVEL

REGIONAL LEVEL

OPERATIONAL LEVEL (County)

LOCAL LEVEL

7

CALIFORNIA

- Six Mutual Aid Regions

8

CALIFORNIA

- San Francisco is in Region II

9

REQUESTING MUTUAL AID

- Local Fire Chief
- Operational Area Coordinator
- Regional Coordinator
- State Coordinator (Director O.E.S.)

10

INCIDENT MANAGEMENT

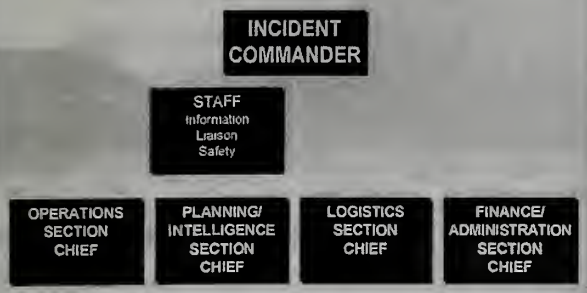
11

FIRESCOPE

- FIre REsources of Southern California Organized for Potential Emergency

12

INCIDENT COMMAND SYSTEM



13

OPERATIONS

14

STRIKE TEAM

15

Mutual Aid

The Evolution of Mutual Aid in the State of California

16

MUTUAL AID

California Disaster and Civil Defense Master Mutual Aid Agreement

- Established November 15, 1950
  - Signed by Earl Warren, Governor
- Revised November 23, 1970
- Could it be done now?

17

FIRESCOPE

- Organized after the disastrous 1970 Southern California wildfires
- Purpose:
  - New applications in fire service management
  - New applications in fire suppression technology and coordination of resources
  - Emphasis on incident command and "multi-agency" coordination

18

FIRESCOPE

- Developed the Incident Command System (ICS)
  - Used in all types of incidents, planned and unplanned
- ICS was the system used to establish the National Incident Management System (NIMS)
  - East Coast vs. West Coast

19

California Incident Command Certification System (CICCS)

- Desired goal was to "standardize certification and qualifications for ICS positions."
- Was the result of accountability issues from the Oakland Hills Fire of 1991, and another series of disastrous 1993 Southern California wildland fires.

20

CICCS

- Developed qualifications and experience requirements for "ALL" firefighters responding to mutual aid wildland /urban interface incidents.
- For example: Strike Team Leader (Engine)
  - Type 1 engine (SFFD type)=5 engines/20 personnel
- Currently SFFD has 7 personnel designated as Strike Team Leaders

21

SFFD Training

- S130-Introduction to Fire fighting
  - Learning to work in a wildland fire environment
- S131-Advanced Firefighter Training
  - Documentation, communications, decision making, safety and tactics
- S190-Introduction to Wildland Fire Behavior
  - Fire behavior factors that will aid in safe and effective control of wildland fires

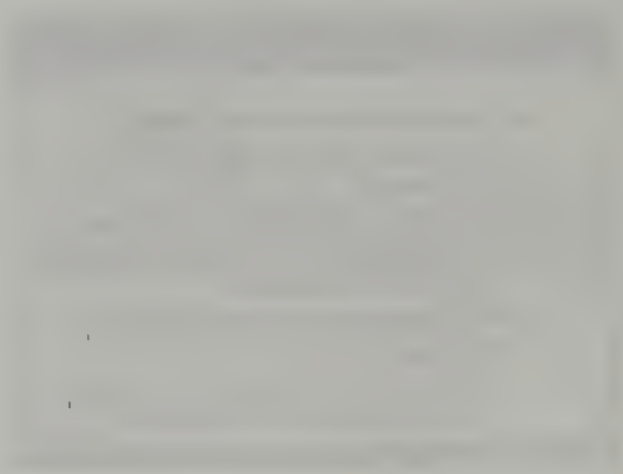
22

San Bernadino October 2003

23

San Bernadino October 2003

24



San Bernadino October 2003
25

San Bernadino October 2003
26

San Bernadino October 2003
27

San Bernadino October 2003
28

Mutual Aid Committee

- "Develop Standard Operating Procedures for Mutual Aid requests and dispatches"
- Division 3/ Station 7 is the on duty coordinator

29

Mutual Aid Box Protocol

- Communication Center Receives dispatch
  - Immediate need (within 9 Bay Area counties)
    - Box 5499 is struck
    - First 5 Trained Engines and BC
    - order number and request number needed
  - Planned need (outside 9 Bay Area counties)
    - Division 3 and Strike Team Leader notified
    - Rendezvous Division of Training

30

Strike Team Dispatches

- Immediate Need within the 9 Bay Area Counties
  (Alameda, Contra Costa, Marin, Napa, San Mateo, Santa Clara, Solano, Sonoma)
- Box 5499 - Division of Training
- First 5 Engines and BC at this Box
  (Spartan Engine, closest)
- Engines 7,9,11,15,17,25,32,37,42,43 & 44
- Battalion Chief (Strike Team Leader & Assistant as designated by Division 3)

31

Respond to the Division of Training

- Code 3
- Go 4/4 if less than 2 members have wildland training or you have a relief piece
- Assemble, Equip and Brief Strike Team

32

Department Policies

- OES Engine 248
  - Staffed on a daily basis with 1 Officer and 3 Firefighters
- Planned need/Outside 9 Counties
  - Team dispatch
  - Volunteers

33

Check-in Procedures

- Briefing held prior to leaving
  - Known Information
  - Travel route
    - Travel Frequency
    - Order of rigs
  - Appoint Assistant Leader
  - Proper Safety Equipment
  - Set-up Engines
- Remain together
  - Stay on apparatus
  - Strike Team Leader receives assignment

34

Strike Team Dynamics

- Unity of Command
- Know Limitations
- LACES
  - Post Lookout
  - Remain Aware
  - Communications Plan
  - Escape Route
  - Know Safety Zones

35

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Russell S. Roeca, *Commissioner*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-22

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday, August 26, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

DOCUMENTS DEPT.

SEP 17 2004

SAN FRANCISCO
PUBLIC LIBRARY

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Russell S. Roeca
Commissioner Clem Clarke
Commissioner Rosemarie Fernandez-Pifer

6/04

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations
Gary P. Massetani	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	- Division of Airports
Glenn E. Ortiz-Schuldt	- Division of Emergency Medical Services
Paul H. Chin	- Division of Fire Prevention & Investigation
Lorrie A. Kalos	- Division of Support Services
Thomas A. Siragusa	- Division of Training

Chief Officers – Staff:

Michael Casner, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

Arthur W. Kenney	- Division 2
Aaron C. Stevenson	- Division 3

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of August 12, 2004.

Commissioner Roeca moved and Commissioner Fernandez-Pifer seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, July 17 through July 30, 2004.

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Calman, Jay E.	H30 Captain	Service	Jul. 31, 2004
Dair, Darryl	H20 Lieutenant	Service	Jul. 30, 2004
Francesconi, Roger R.	H20 Lieutenant	Service	Aug. 01, 2004

(Retirement Certificates will be presented at Fire Commission meeting of February 24, 2005)

Leaves
Reporting leave of absence with pay for 1942 Assistant Materials Coordinator Dorothy Teupel, Clothing Depot, for five days, September 29 through October 3, 2004, in order to attend the Personal Protection Council offered by the Lion Apparel Company, in Sarasota, Florida. All expenses will be paid by Lion Apparel; there is no cost to the San Francisco Fire Department. Ms. Teupel will not be replaced.

Reporting leaves of absence with pay for the time period from May 2004 through December 2004 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	2112 Medical Record Technician	11
1	2230 Physician Specialist	40
22	H2 Firefighter	739
5	H3 Firefighter/Paramedic	84
2	H10 Incident Support Specialist	60
3	H20 Lieutenant	45
1	H28 Lieutenant	25
4	H30 Captain	126
1	H33 Rescue Captain	36
	Total Number of Days with Pay	1166

Reporting intermittent leaves with pay for the time period from November 2003 through July 2005 for the following:

1	H2 Firefighter	Aug. 16, 2004 – Jun. 27, 2005
1	H2 Firefighter	Jul. 31, 2004 – Jul. 20, 2005
1	H2 Firefighter	Jul. 12, 2004 – Jul. 12, 2005
1	H2 Firefighter	Nov. 01, 2003 – Sep. 20, 2004
1	H2 Firefighter	Oct. 14, 2004 – Aug. 06, 2005
1	H2 Firefighter	Aug. 14, 2004 – Feb. 14, 2005

1	H20 Lieutenant	Jul. 24, 2004 – Jul. 10, 2005
1	H50 Assistant Chief	Aug. 07, 2004 – Feb. 07, 2005

Reporting leaves of absence without pay for the time period from April 2004 through June 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	H3 Firefighter/Paramedic	65
1	H33 Rescue Captain	18
	Total number of Days w/o Pay	83

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 1	03-4-239	6/22/2004	749	B	Bill

Cause: While closing door of Medic 1, civilian vehicle struck the door during lane change

Mini Pumper 43	03-4-240	6/27/2004	807	A	File

Cause: Driver inattention - Driver of Mini Pumper 43 failed to pull vehicle far enough beyond apparatus door which was closing

Engine 44	03-4-241	6/29/2004	506	A	File

Cause: While backing up in a shopping center, Eng 44 struck a parked civilian vehicle

Truck 1	03-4-242	6/26/2004	633	C	File

Cause: Lack of defensive driving technique - Trk 1 failed to manage the crossing of an intersection against a red light

EMS RC 1	03-4-243	6/26/2004	926	B	File

Cause: Unknown (damage was discovered on department vehicle, and driver was unable to determine how and when accident occurred)

Medic 15	04-5-001	7/1/2004	738	C	File

Cause: Misjudged clearance (Medic 15/Medic 18) - While passing each other in opposite direction, the mirrors of Medic 15 and Medic 18 struck each other and broke

Medic 36	04-5-002	7/1/2004	733	B	Bill

Cause: While responding with red lights and siren, Medic 36 gained control of intersection and was struck by a civilian vehicle that did not yield

OES 248	04-5-003	7/1/2004	548	B	File

Cause: Hit and run - While returning from Evans Street, OES 248's mirror was clipped by a civilian vehicle that left the scene

Truck 8	04-5-004	7/2/2004	623	A	File

Cause: Misjudged clearance - While responding with red lights and siren and turning right, Trk 8 did not swing wide enough and struck a stopped vehicle

Medic 8	04-5-005	7/2/2004	740	B	Bill

Cause: While responding with red lights and siren and attempting to cross intersection against a red light, Medic 8 was struck by a civilian vehicle that did not yield the right of way

AWSS	04-5-006	7/14/2004	903	C	File

Cause: Failure to anticipate another driver's actions - AWSS unit struck the rear of a civilian vehicle that had stopped quickly

Medic 18	04-5-007	7/14/2004	756	A	File

Cause: Misjudged clearance - While pulling into emergency bay at Kaiser Hospital, Medic 18 grazed a cement post

Engine 26	04-5-008	7/17/2004	599	A	File

Cause: Misjudged clearance - While backing into quarters, Eng 26 struck a metal sign

Engine 7	04-5-009	7/17/2004	525	C	File

Cause: Driver inattention - While responding with red lights and siren, Eng 7 struck a civilian vehicle that had attempted to pull out of the way

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from August 6, 2004 through August 19, 2004:

1. From Albert B. Norris, regarding the excellent response by Battalion 7 to a fire in an adjacent residence and how efficiently the firefighters handled the fire and treated residents with courtesy and empathy. Copy: each Commissioner, Chief of Department, and Deputy Chief, Operations.

2. From Chuck Tobias, Battalion Chief/Hazardous Response Manager, Fresno Fire Department, thanking Chief Hayes-White for warm welcome, Captain Revel for tour of Treasure Island Training Facility and Station 35 and Fireboat Phoenix for allowing to accompany them on a fire inspection along the dock. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations, and Station 35.

3. From Kaaren Alverado, regarding a difficult medical incident at home involving a baby and young mother, and praising the actions and behavior of all responders, both paramedics and firefighters, for their outstanding professionalism. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations and EMS personnel.

4. From Christopher Lawson, Ph.D., regarding comments in the gay press about the Department's entrance exam not being fair to gays, and suggesting that the survey design should have proof that the questions asked are reliable and validated as related to job performance. Copy: each Commissioner, Chief of Department, Deputy Chief, Administration and SFFD Human Resources Director.

5. From William Schmid, regarding a property on Waller & Broderick that is a fire hazard due to trees entangled in power lines and dried weeds and grass. Copy: each Commissioner, Chief of Department and Bureau of Fire Prevention.

Commissioner Nakajo and Commissioner Roeca seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Retirement Certificates *[Discussion]*

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
Captain Thomas E. Alger	Service	29-1/2	May 13, 2004
Lieutenant James J. Juarez	Service	30	Apr. 14, 2004
Lieutenant James M. Quinones	Service	29-1/2	Mar. 23, 2004
Firefighter Gary A. Plimley	Service	30	May 08, 2004

Chief Hayes-White invited Lieutenant James Quinones and Firefighter Gary Plimley to step forward to receive their Retirement Certificates. She noted that Lieutenant Quinones and Firefighter Plimley entered the Fire Department on July 29, 1974, worked their entire careers at Station 44, and retired both with almost 30 years of service.

Lieutenant Quinones introduced his mother, wife and brother, and his longtime classmate, Firefighter Gary Plimley. Firefighter Gary Plimley noted that even though his family is not here tonight, the Fire Department serves as his family as well. He declared that he enjoyed seeing the Chief and her command staff present at the meeting, and that he was proud to have been a member of the San Francisco Fire Department. Lieutenant Quinones and Firefighter Plimley were congratulated by members of the Commission.

B. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department, including administration, operations, and upcoming events.

Joanne Hayes-White, Chief of Department, reported to the Commission about an incident that occurred this Thursday involving an on-duty police officer who suffered a cardiac arrest. The Fire Department responded immediately to the scene and the paramedics were able to resuscitate the police officer. He was transported to St. Luke's Hospital which was in the neighborhood, but was later transferred to California Pacific Medical Center where he was listed in critical condition. The name of the police officer is Dominic Discenza.

Chief Hayes-White informed the Commission that the Department will continue to monitor expenditures, overtime and the brown-out of companies on a regular basis. Beginning Saturday, August 28, 2004, the Department will implement a 28-day work period in accordance with the Fair Labor Standards Act (FLSA). This work period is for purposes of calculating FLSA overtime only, and will save the Department an additional $550,000 in this fiscal year. She commented that there will be a second reading of the Memorandum of Understanding at the Board of Supervisors on September 14, 2004, when the Board reconvenes after the recess. The first reading was passed before the Board recessed. She apprised the Commission of Deputy Chief Massetani's efforts in this respect. One of the provisions of the new MOU is random drug and alcohol testing. After reviewing policies from other jurisdictions, the Department will develop a policy of its own by incorporating some of the other policies.

Chief Hayes-White updated the Commission on the SFStat program which was implemented by Mayor Newsom, and the Fire Department was chosen among five departments to report on a monthly basis before a panel on three different issues: service delivery, HR-related issues including overtime, absenteeism, and budgetary issues. In addition, Mayor Newsom is very interested in the EMS Reconfiguration. At the moment, there are four models for consideration, and the matter will appear on the agenda for the regular meeting on September 9, 2004. As regards the Quality Improvement Program, the Chief informed the Commission that Dr. Michael Casner will oversee the program.

Commissioner Roeca inquired when and where the SFStat program reporting will be held, and also which other departments will be involved. Chief Hayes-White responded that the Police and ECD (Emergency Communications Department) are among the five other departments chosen, and that the next monthly reporting will be held on September 17, 2004, at City Hall. The July SFStat Report was presented on August 16, 2004.

Commissioner Nakajo commented that the Response to the Grand Jury Report is a very good management oversight tool in the department; it is very comprehensive. He inquired who was responsible for putting it together. Chief Hayes-White replied her assistant, Kelly Madden, Paramedic Captain Andy Zanoff, and Assistant Deputy Chief Glenn Ortiz-Schuldt.

Commissioner Clarke commented on a recent ride-along at Station 1. She had a complete tour of the station and it was very interesting. She was treated with the utmost respect. She appreciated the leadership in command that day and wanted to extend her thanks to the Captain and Lieutenant on duty that day.

Chief Hayes-White informed the Commission of some personnel changes in the Department. Chief Financial Officer Christine Ragan was leaving the Fire Department for the Nashville Police Department. Her last day of work is September 3, 2004. Also, the Department will need to find a replacement for an 1820 Junior Administrative Analyst.

The following are dates of upcoming events:

September 10, 2004 – Reopening of Station 33, ribbon cutting ceremony by Supervisor Sandoval on Sunday.

September 11, 2004 – Memorial Mass for Police and Fire

September 26, 2004 – Drill in preparation of a massive attack. Drill starts at 4:00 a.m., and Chief Quartaroli will oversee drill.

October 17, 2004 – Pete Howes will conduct a ceremony celebrating the 15th Anniversary of the 1989 Loma Prieta Earthquake, the 15th Anniversary of NERT (Neighborhood Emergency Response Training) and the 50th Anniversary of the Fireboat Phoenix.

Discussion ensued with Commissioners asking questions and Chief Hayes-White responding.

Report from Administration

Gary P. Massetani, Deputy Chief, Administration, informed the Commission that it had been a long and tedious process from the time the Department selected the 28-day work period for all its uniformed members in accordance with the Fair Labor Standards Act. PPSD (Payroll, Personnel Services Division) was contacted to effect the rate change, and everything will be on schedule to make the changeover on Saturday. There will be a second reading of the MOU on September 14, 2004.

During fiscal year 2004-05, the department acquired three triple combination pumpers, one aerial ladder truck, two Battalion Chief vehicles, one vehicle for Arson and one fire department sedan.

Deputy Chief Massetani also reported on the status of the fire department real estate. The sale of 1648 Pacific Avenue was approved by the Commission in December 2003. The property at 2350 -19th Avenue will also be declared as surplus property and approved for sale at an upcoming meeting. At the moment, this property is being leased to a neighborhood community center at the rate of one dollar per year, and the lease was extended from December 2003 through May 15, 2005. The lease can be cancelled with a 30-day notice, or upon the department's refusal should the other party requests a renewal. The sale of the property at 1152 Oak Street (Old Station 21) is still pending.

Discussion ensued with Commissioners asking questions and Deputy Chief Massetani responding.

Update from Division of Training on 109th Recruit Class

Thomas Siragusa, Assistant Deputy Chief, Director of Training, reported on the progress of the 109th Recruit Class. Training is being held every day of the week and, at the moment, the recruits are being trained on the 50-ft. ladder. He informed the Commission that two recruits resigned, one was injured during the training and might not complete it; the other resigned because of family matters. The six firefighters who are displaced because of the closure of the Navy's fire station at Hunter's Point Shipyard will join the 109th Recruit Class after their training to become probationary firefighters with the San Francisco Fire Department.

Discussion ensued with Commissioners asking questions and Assistant Deputy Chief Siragusa responding.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Maintenance Contract – Kidde Fire Trainers, Inc. ***[Action]***

Submitting for review and approval a proposed software and equipment maintenance contract in the amount of $181,662 from Kidde Fire Trainers, Inc., to provide technical and maintenance support to the San Francisco Fire Department's simulated fire trainers at the Regional Training Center at Treasure Island.

Assistant Deputy Chief Siragusa informed the Commission that it is a three-year contract. Under the terms of the contract, Kidde Fire Trainers will provide upgrades to the smoke generation system, the control pendants, the drawn sample system, and install the latest system software. In addition, Kidde Fire Trainers will visit fire department facility four times per year and each visit will last approximately four days in order to provide preventive maintenance. Also included in the contract is training for six members of the academy staff to be trained on the operation and routine maintenance of the trainer.

Commissioner Roeca moved and Commissioner Fernandez-Pifer seconded. There were no further questions or discussion and the proposed maintenance contract was approved on recommendation of Chief of Department.

D. Fire Commission Resolution 04-3 ***[Action]***

Submitting for adoption Resolution No. 04-3 approving the hiring of firefighters displaced by the closure of the Navy's fire station at Hunter's Point Shipyard.

Deputy Chief Massetani commented that as of September 1, 2004, the Navy will close its fire station at the Hunter's Point Shipyard and as a result six of its firefighters will be displaced. Of the six firefighters, one is firefighter/paramedic. The Fire Department plans to hire these six firefighters after they sign letters of intent to be firefighter/paramedics and undergo investigative background check. After that, training will start, possibly the first part of September. The Navy will pay for the first month, and the Fire Department will absorb the salary. After the initial training, they will work as probationary firefighters and undergo drills and aerial ladder training. After probation, they will mostly likely be placed on the vacation relief pool.

In addition, this resolution will be supported by Supervisor Sandoval at the meeting of the Board of Supervisors on September 14, 2004.

Note: A copy of Resolution No. 04-3 is attached.

Commissioner Fernandez-Pifer moved and Commissioner Clarke seconded. There were no further questions or discussion and Resolution No. 04-3 was adopted.

5. PUBLIC COMMENT

Al Sassus, Phoenix Society, expressed his concern as to how the logbooks at the various fire stations are being kept, and wondered if there was any inventory of the logbooks. He suggested consolidated storage of the logbooks.

In response to a question from the Commission, Chief Hayes-White responded that the logbook records significant incidents and contains the daily activities of the station. She indicated that she would take Mr. Sassus' suggestion into consideration.

6. ADJOURNMENT

Prior to adjournment, Chief Hayes-White informed the Commission of the death of retired Chief of Department Keith Calden and retired Firefighter James Rohrs. Chief Hayes-White asked that the meeting be adjourned in their memory.

There being no further business to come before the Commission, the meeting was adjourned at 7:30 p.m., out of respect to the memory of retired Chief of Department Keith Calden and retired Firefighter James Rohrs.

The Commission offered their best wishes and prayers for Police Officer Dominic Discenza who was in Critical Care at California Pacific Medical Center.

Lilian Quan
Acting Commission Secretary

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Russell S. Roeca, *Commissioner*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION
RESOLUTION NO. 04-3

WHEREAS, California Government Code Section 53270 provides that "Notwithstanding any other provision of law, upon approval of its governing body, a . . . city and county, . . . may appoint as a member . . . any person who "meets certain criteria"; and

WHEREAS, those criteria include that the firefighter to be hired was (1) serving as a civilian federal firefighter in good standing at any United States military installation within the state; (2) that the firefighter successfully completed all necessary training as a federal firefighter; (3) that the firefighter is terminated as a consequence of the closure of the base; and (4) that the firefighter was terminated not more than two years prior to the date of hire into city employment; and

WHEREAS, California Government Code Section 53270 provides that this appointment authority "takes precedence over any provision of, or any condition or circumstance arising from a provisions of a charter, ordinance or resolution that governs employment of firefighters"; and

WHEREAS, the federal government decommissioned the Hunter's Point Navy Shipyard, which was a military installation, and as of September 1, 2004, will as a result close the fire station on the Shipyard; and

WHEREAS, the City and County of San Francisco has entered into a "cooperative agreement" regarding, among other things, the provision of fire service at the Shipyard; and

WHEREAS, some persons will be terminated from their positions as firefighters at Hunter's Point Shipyard due to the closure of the fire station as of September 1, 2004; and

WHEREAS, those firefighters meet the criteria for hiring set forth in California Government Code Section 53270; and

WHEREAS, six of the firefighters being displaced have expressed an interest in becoming firefighters in San Francisco; and

WHEREAS, San Francisco Firefighters Union Local 798, IAFF, AFL-CIO does not object to the hiring of these firefighters; now, therefore, be it

RESOLVED, that the San Francisco Fire Department may, upon approval by the Civil Service Commission, hire the displaced firefighters into the H2 classification; and

BE IT FURTHER RESOLVED that the firefighters will be provided with the training deemed appropriate by the Chief of the Fire Department; and

BE IT FURTHER RESOLVED that these firefighters will be treated in all respects, except for the initial training requirements in the academy, as new H2 hires, with all of the rights and responsibilities of new H2 hires, including a one year probationary period and a seniority date as of the date of hire.

Adopted at the Regular Meeting of the San Francisco Fire Commission on August 26, 2004

Ayes: Conroy, Nakajo, Roeca, Clarke, Fernandez-Pifer

_____

Tania Bauer, Commission Secretary

SAN FRANCISCO FIRE COMMISSION

No. 04-23

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – September 9, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL,** the following were noted present:

DOCUMENTS DEPT.

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PUBLIC LIBRARY

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner Rosemarie Fernandez-Pifer

Commissioner Russell S. Roeca was excused for business reasons.

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations
Gary P. Massetani	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	- Division of Airports
Glenn E. Ortiz-Schuldt	- Division of Emergency Medical Services
Paul H. Chin	- Division of Fire Prevention & Investigation
Lorrie A. Kalos	- Division of Support Services
Thomas A. Siragusa	- Division of Training

Chief Officers – Staff:

Marshal Isaacs, M.D.	- Emergency Medical Services
Michael Casner, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

Arthur W. Kenney	- Division 2
Aaron C. Stevenson	- Division 3

2. **APPROVAL OF THE MINUTES** ***[Action]***

Minutes of the Regular Meeting of August 26, 2004, were not ready for approval.

3. **CONSENT CALENDAR**

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

Public comment
John Darmanin requested that all items be removed from the Consent Calendar in order that he could provide public comment for each one.

A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during August 2004.

Physician's Reports
Submitting biweekly report of Fire Department Physician concerning disability injuries, July 31 through August 13, 2004, and August 14 through August 27, 2004.

Appointment
Reporting the following TEMPORARY EXEMPT appointment effective *SEPTEMBER 2, 2004:*

7334 Stationary Engineer (As Needed)

Matthew J. Flecklin (vice: Paul Bonitz, resigned)

Resignation
Reporting resignation of the following:

Probationary H2 Firefighter Tami Turner, effective close of business August 18, 2004. (Resigned with satisfactory services. Started work 08-02-04.)

Probationary H2 Firefighter Jordan Tolbert, effective close of business August 24, 2004. (Resigned with satisfactory services. Started work 08-02-04.)

0931 Manager III Christine T. Ragan, effective close of business September 3, 2004. (Resigned with satisfactory services. Approximate length of services – three years.)

1820 Junior Administrative Analyst Rebecca S. Weiss, effective August 27, 2004. (Resigned with satisfactory services. Approximate length of service – two years.)

Lay-Off
Reporting involuntary leave (displacement) of 1450 Executive Secretary I Christina M. Thomas, effective close of business September 24, 2004.

Lay-Off
Reporting involuntary leave (lack of funds) of 1450 Executive Secretary I Yvonne M. Wimmleitner, effective close of business September 24, 2004.

Lay-Off – Correction
Reporting involuntary leave (displacement) of 1450 Executive Secretary I Bernice T. Bongalon-Basco, effective close of business September 24, 2004, instead of August 31, 2004.

Public comment
John Darmanin commented that he would like to see the above items being discussed rather than being considered routine, in particular, the monthly report from Division of Training and the Physician's reports.

Commissioner Fernandez-Pifer moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Communications Received by Commission *[Discussion]*

Communications received by the Commission from August 20 through September 2, 2004, will appear on the agenda of a regular meeting at a later date.

Public comment
John Darmanin commented that it would be nice to have copies of all the correspondence available to the public for review.

President Conroy noted for the record that the Fire Commission fully complies with the Sunshine Ordinance and publishes all the communications the Commission receives.

Commissioner Clarke moved and Commissioner Fernandez-Pifer seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department, including administration, operations, and upcoming events.

Joanne Hayes-White, Chief of Department, updated the Commission on several on-going issues: (1) the next reporting of the SFStat program will be on September 17, 2004, at 10:00 a.m., at City Hall; (2) the Civil Grand Jury report will be before the City Services Commission on September 16, 2004, at 9:30 a.m., at City Hall; (3) the resolution for hiring of displaced federal firefighters from Hunters Point was passed by the Civil Service Commission and that resulted in increased funding from the Homeland Security grants; (4) the second reading of the Local 798 MOU will be on September 14, 2004, before the Board of Supervisors.

On September 7, 2004, Chief Hayes-White and Deputy Chief Sanchez attended the WMD training session dealing with responses to terrorists' bombings to mark the anniversary of 9/11. Chief Fong from the Police Department also attended. In this regard, the Fire Department will be trained together with the Police Department during 90 joint sessions over approximately 36 days, between September 7 and October 15, with 12 firefighters and 12 police officers training side by side. The curriculum comes from Secora, New Mexico, and the instructors are both police and fire personnel who took a train-the-trainer class.

Between August 11 and September 9, there were 30 working fires and one greater alarm, with only minor injuries among the firefighters. The on-duty police officer who suffered a cardiac arrest last month was released from the hospital on September 1, 2004; the Chief thanked all the crew who responded to the scene that day: Engine 26, Engine 11, Medic 32, Rescue 3 and Battalion 3.

Chief Hayes-White reiterated dates of some upcoming events and informed the Commission that the 109th class will graduate on November 10, 2004. A formal invitation will be sent to each Commissioner at that time.

Commissioner Conroy complimented the Chief on the dramatic improvement over the rate of disability leave among the uniformed members as compared to the previous year. The Chief responded that it was definitely a team effort under the leadership of Deputy Chiefs Sanchez

and Massetani in monitoring the temporary modified duty and disability leave, and she thanked them for their effort.

In response to a question from Commissioner Fernandez-Pifer, Chief Hayes-White informed the Commission that there will be a Disaster Council Meeting tomorrow at noon at the Emergency Communications Center on 1011 Turk Street. This is the second one that Mayor Newsom has convened during his administration and this is under the new leadership of Annmarie Conroy, the OES Director. Also, at the meeting will be the Mayor, Dr. Mitch Katz or his designee, Chief Fong, Sheriff Michael Hennessey and other department heads who play a pivotal role in the event of a disaster.

Report on EMS Reconfiguration including Workgroup Activity and Presentation of Models

Assisted by Section Chief James Fazackerley, EMS Chief Glenn Ortiz-Schuldt provided a comprehensive report on the EMS Reconfiguration.

EMS Chief Ortiz-Schuldt gave a brief background on the EMS Reconfiguration process. The project started in March and workgroups were formed. All the employee organizations were invited to attend the meetings, as well as some other city organizations. This joint effort resulted in the four models which were being presented tonight. However, the workgroup focused mainly on Model 1 (Keeping Ambulances in the Fire Department) and Model 4 (Public/Private Partnership). In addition, another option (Model A) was developed which called for the hiring of civilian paramedics.

Note: A copy of Assistant Deputy Chief Ortiz-Schuldt's presentation is attached.

After the presentation, the public was invited to step forward to make comments.

Public Comment

Sherman Tillman, Station13, inquired about the removal date of the cell site at Station 13.

Ehrhardt Groothoff, President, EMS Officers Association, spoke in opposition to Model A. This plan would call for the hiring of civilian paramedics and civilian EMTs, and it was never discussed as part of the reconfiguration process. Creating a new class of civilian EMTs would create a subclass of EMS workers who will have lower wages compared to their co-workers and with no public safety retirement as well. His association mostly supports the hiring of H1s.

Lorrie Beth Slonsky, retired H1 Paramedic, spoke in opposition to Model A.

Terry Hogue, H1 Paramedic, spoke in support of Model 1A.

Steven Strong, H3 Firefighter/Paramedic, commented on Model A.

John Meade, President, Local 790, H1 Paramedics group, spoke in opposition to Model A.

Tom O'Connor, H2 Firefighter, spoke in support of Model A.

Paul Mangiola, H3 Firefighter/Paramedic, spoke in support of Model A.

Terry Fitzsimmons, H3 Firefighter/Paramedic, spoke in support of Model A.

Kevin Smith, President, Black Firefighters Association, spoke in support of Plan 1.

Karen Heald, United Fire Service Women, spoke in support of Plan 1.

Sandivar Hetzer, H3 Firefighter/Paramedic, spoke in support of Model A.

John Darmanin, H4 Inspector, BFP, commented on the civilianization of inspectors in the Bureau of Fire Prevention.

Jennifer Mathews, H2 Firefighter, spoke in support of Model A.

Tom O'Brien, H2 Firefighter, spoke in support of Plan 1A.

Jim Spaelti, H3 Firefighter/Paramedic, spoke in support of Model A.

Michelle McCoy, H2 Firefighter, spoke in support of Model A.

Discussion ensued with Commissioners asking questions and Assistant Deputy Chief Glenn Ortiz-Schuldt, Dr. Marshal Issacs, and Chief Hayes-White responding. The issues raised were related to classification and salary for the new employees, number of positions to be funded, possible like-work-like-pay if civilianization occurs, resting quarters for the civilian paramedics, possible skills lost for the firefighters/paramedics if they are assigned on the engines, as well as the minimum amount of time needed to spend on the ambulance to maintain their skills.

In closing, Chief Hayes-White commented that after tonight's comprehensive presentation and public comment at the Fire Commission, it is the Department's intention to make a similar presentation to the Health Commission. In the meantime, she will report to Mayor Newsom on tonight's presentation and public comment.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. **Maintenance Contract – Byron Epp** ***[Action]***

Submitted for review and approval a proposed equipment maintenance contract in the amount of $70,000 from Byron Epp to provide service and repair to the San Francisco Fire Department's telescopic doors.

Assistant Deputy Chief Lorrie Kalos informed the Commission that Byron Epp is the company that the Fire Department used to purchase, service, and to maintain and repair the telescopic doors for fire stations. It is the most efficient way for the fire department to provide apparatus doors because these doors are lightweight and can be adjusted to fit any opening. The contract will cover two years. To prevent driver inattention and negligence when backing in or leaving the station, Deputy Chief Sanchez and the Accident Review Committee chaired by Assistant Deputy Chief Casserly will be closely monitoring the situation.

Public comment
John Darmanin inquired if this contract is considered sole source.

In response to a question from Commissioner Conroy, Assistant Deputy Chief Kalos stated that Byron Epp is the sole source for the above contract.

Commissioner Nakajo moved and Commissioner Fernandez-Pifer seconded. There were no further questions or discussion and the proposed maintenance contract was approved on recommendation of Chief of Department.

C. Fire Commission Resolution 04-4 ***[Action]***

Submitted for adoption Resolution No. 04-4 declaring 2350 – 19th Avenue as surplus property and directing the Director of Property to take the required action under Article 1, Section 23.3, Chapter 23, of the San Francisco Administrative Code.

Deputy Chief Massetani informed the Commission that the FY 2004-05 budget includes a revenue of $2.5 million for the property at 2350 – 19th Avenue. Currently, the property is leased to the San Francisco Neighbors Resource Center for one dollar per year, and the lease will expire on May 14, 2005. If the tenant requests an extension, they have to do so in writing 120 days prior to May 14, 2005. Within 30 days of receipt of the request for an extension, the City could either revoke that request or grant the extension.

Public comment
John Darmanin inquired how this property could be leased to the present tenant for only one dollar per year. He would like some clarification as to how the whole process evolved.

Commissioner Fernandez-Pifer moved and Commissioner Nakajo seconded. There were no further questions or discussion and Resolution No. 04-4 was adopted.

5. PUBLIC COMMENT

John Darmanin, expressed his concern that yesterday he received a notice of suspension. He was concerned because of the fact that the investigation did not follow proper investigative process.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 9:10 p.m.

Lilian Quan
Acting Secretary

FIRE COMMISSION
City and County of San Francisco

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Russell S. Roeca, *Commissioner*
Clem Clarke, *Commissioner*
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698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION
RESOLUTION 04-4

WHEREAS, the San Francisco Fire Department currently has jurisdiction over certain real property located at 2350 19th Avenue in the City and County of San Francisco and designated as Assessor Block 2347 Lot 004G (the "Property"); and

WHEREAS, the Property is a 12,497 ± square foot parcel, which contains an one story wood framed 2000 ± square foot building; and

WHEREAS, the Property is currently leased to the San Francisco Neighbors Resource Center at which said lease expires on May 14, 2005; and

WHEREAS, the Property was identified in the FY 2004/2005 Fire Department budget to be sold to offset the Fire Department budget deficit; and

WHEREAS, the Fire Commission has determined that 2350 19th Avenue is now surplus property and may be sold; now, therefore, be it

RESOLVED, that the Fire Commission hereby declares the Property surplus to the Fire Department's needs, and authorizes the Director of Property to sell the Property in accordance with Chapter 23, Article I, Section 23.3 of the San Francisco Administrative Code.

Adopted at the Regular Meeting of the San Francisco Fire Commission on September 9, 2004

Ayes:Conroy, Nakajo, Clarke, Fernãndez-Pifer
Absent: Roeca

_____

Tania Bauer, Secretary

San Francisco Fire Department

San Francisco Fire Commission

EMS Configuration Project Report

September 9, 2004

Chief of Department Joanne Hayes-White

2004 Reconfiguration Project

- Workgroup convened By Chief Hayes-White in March 2004
- Open Process
  - Organizations and individuals invited and encouraged to participate
- Develop multiple models for EMS in San Francisco

Why the need for a workgroup?

- Refocus on the goals of the merger
  - Rapid paramedic response
  - Adequate transport resources
- Patient Care Issues
  - Increase in Unusual Occurrences (UOs)
  - Increased exposure to litigation
- Recent focus on Department
  - Budget Analyst, Controller, Grand Jury, Media
- Crisis of morale
  - H3 FF/PM attrition 8 times higher than H2 Firefighter

And it could get worse

- Many Departments aggressively recruiting paramedics
  - San Jose, Sacramento, San Diego, LA County, Milpitas ($$), and more
  - 24 SFFD FF/PM are in process testing
- Expense to City from Litigation
- Increased expense of system
  - Salaries / benefits (sp / dp)

Participants

Department Organizations	Other City Organizations / Individuals	Community Organizations
Local 798 **-Including H3 committee** **Local 790** **FF / Paramedic Association** **EMS Officers Association** **Black Firefighters Association** **Asian Firefighters Association** **Los Bomberos** **United Fire Service Women** **SF Fire Chiefs Association** **Individual FF and FF/PM**	**DPH EMSEOS (co-chair)** **Office of the Controller** **Emergency Communications Department**	SF Emergency Physicians Association* SF Hospital Council

What we have now

- Nineteen statically deployed ambulances – 24/7
  - Staffed with 1 FF/PM and 1 FF/EMT
- Two Dual H1 ambulances (1 per watch)
- 42 Engine Companies
  - 25 Paramedic Engine Companies
  - 17 Basic Level Engine Companies

Has lead to…

- Overworked ambulance tier
  - Average Unit Hour Utilization (UHU) .39
  - Recommended UHU nationwide .25
  - Medical community opposed to 24 hr ambulance shifts
- Conscripted H2 FF / EMTs assigned to ambulances
  - Frustrated H2s
- 40% of runs require "triple dispatch"
  - 2 engines (1 paramedic / 1 EMT) / 1 ambulance
- Inability to bridge the "culture" divide

Parameters used to develop models

- Provide highest quality patient care in economically efficient manner
  - "no increased funding"
- Increase employee satisfaction and reduce paramedic attrition
- Development of a sustainable system
- Promote diversity and opportunity

Result of Workgroup: 4 Models

Model 1: *FD transport tier with accelerated hiring of Single Function (H1) Paramedic*

- *Two variations (790's 1A and 798's 1B)*

Model 2: All Private Ambulance Transport

Model 3: Private Ambulances for Code 2 runs

Model 4: *Public / Private Partnership*

Little Attention Paid to:

- Model 2: All Private Transport
  - Complete loss of revenue
  - Time required for RFP (18 months)
  - Loss of ambulances for training resource
  - Degradation of command control
  - Complete privatization is an uphill battle

Little Attention Paid to:

- Model 3: Privates on Code 2 runs (30% of volume)
  - Significant loss of revenue (50%)
  - Time required for RFP
  - Subsidy for Private Providers
  - Same uphill battle for even less payoff

Focus of Group

- Model 1
  - Retains municipal ambulance / transport service
- Model 4
  - True public / private partnership

Model 4: Public / Private Partnership

(Org charts are provided)

Fundamentals – Best practices in San Diego

- City submits RFP for a private partner to provide additional ambulance resources
- The City and partner form a Limited Liability Corporation (LLC)
- The corporation is governed by Board Of Directors
  - membership split equally between the city and private partner
- Transport division is then shifted to the control of board of directors
- City's has fixed financial investment
  - San Diego requires $650,000 GF draw annually

Model 4: Public / Private Partnership

Model Strengths

- Provides 42 paramedic engines (100%)
- Increases number of ambulances
  - Peak period staffing
  - 24 peak period (19 private / 5 Fire Department)
- Decreases response time
- Can generate profit
- Maintains some FD ambulances
  - Training, special rescue, haz mat, etc
- Farm System for future firefighters and firefighter/paramedics

Model 4: Public / Private Partnership

Model Weaknesses

- Shared revenue
- Time required for RFP
- Reliant upon financial stability of Private Providers
- Same uphill battle in privatizing

Model 4: Public / Private Partnership

Possible Time Line for Implementation (based on San Diego experience)

1. Submit RFP 10/31/04
2. Select partner 02/15/05
3. Begin Testing and hiring 05/31/05
4. First Training class 7/1/05
5. Completed 06/30/06

Model 1: Keeping ambulances in the FD

Fundamentals

- Accelerated Hiring of H1 Single Function Paramedics
  - Defer hiring of H2 Firefighters
  - Move FF/PM & FF/EMTs to suppression
- Increase number of ambulances to affect workload
- Eventual transition to:
  - Twelve/Fourteen 10 hr ambulances
    - Dynamically deployed
    - Ambulances staffed w/ Dual H1 paramedics
  - Sixteen ambulances 24 hrs 7 days a week
    - Statically deployed from firehouses
- Initial deployment of 25 or 26 paramedic engines
  - Two to three year ramp up to 42 paramedic engine companies

Model 1: Keeping ambulances in the FD

Model Strengths

- Increase in ambulances impacts ambulance work load issue
- Continues revenue stream
- Career opportunities for single function paramedics
- Some increased diversity in recruitment pools
- Decreased reliance on private providers
- Some enhancement in system flexibility and efficiency by using of peak period short shift ambulances

Model 1: Keeping ambulances in the FD

Model weaknesses

- Continues reliance on 24 hour shifts for ambulances
- Increase of 136 Paramedics
  - to 393 from 257
- Overall increase of 67 FTE's
- Initially continues need for H-2 assignment to ambulances (conscripts)

Model 1: Keeping ambulances in the FD

Possible Time Line for Implementation

1. Testing for H1 Paramedics – 1/05
2. First class of H1s enter academy – 6/05
3. Deployment of 1st H1 ambulances – 7/05
4. Total deployment of system – 6/07

Model A: Another option

Best Elements of the Models Developed:

- Recruitment of Single Function PMs
- Transition off 24 hour ambulance shifts
  - Peak period / short shift staffing
- 42 PM ALS Engine Companies
  - Providing high level of service to all neighborhoods
  - Eliminating the "triple dispatch"
- Focusing on diversity in recruitment / retention
- Retaining ambulances for training / PM skills
- Redeployment of H2 from ambulance to suppression

Model A: Another option

Fundamentals

- Accelerated Hiring of Single Function Paramedics **and** Single Function (SF) EMT
  - Defer hiring of H2 Firefighters
  - Move FF/PM & FF/EMTs to suppression assignments
- 24 peak-period / 16 off peak ambulances
  - Staffed w/ 1 SF PM & 1 SF EMT
  - All 10 hr / dynamically deployed ambulances
- Swift deployment of 42 ALS Engine Companies
- Small "cushion" (25+) H3s
  - Continue cross-training
  - Ambulance rotations
  - Anticipate impact of promotional exams

Model A: Another option

Model Strengths

- Increase in ambulances impacts work load
- Transition off 24hr ambulance shifts
- Continues revenue stream
- Retains ambulances as training platforms
- Savings with SF PM's and SF EMTs
- Increased diversity in recruitment pools
  - Huge community outreach potential for EMTs

Model A: Another option

Model Strengths

- Creates natural "farm system" for recruitment of H-3s and H-2s
- Can match hiring to retirements
- Provides enhanced H-3 job satisfaction/retention
- Creates 70 paramedic response platforms
  - 42 Engines/24 ambulances/4 Rescue Captains
  - 40% increase in paramedic units deployed

Model A: Another option

Model Strengths

- Enhances system flexibility and efficiency in use of peak period short shift dynamically deployed ambulances
- Provides career opportunities for single function paramedics / EMTs
- Maintains current reliance on private providers
- Optimizes disaster response

Model A: Another option

Model Weaknesses

- Loss of 24 hour ambulance shifts
- Overall increase of 29 FTEs

Model A: Another option

Possible Time Line for Implementation

1. Testing for SF Paramedics / SF EMTs – 2/05
2. First charter class enters academy (2 x 33) – 6/05
   - Three / four week academy
3. Deployment of 1st SF ambulances – 6/05
4. Second charter class enters academy – 1/06
5. Final charter class enters academy – 5/06
6. Total deployment of system – 6/06

Additional savings in Model A

- Returns / Adds to suppression:
  - 86 FF/EMTS
  - 77 FF/PMs
- Eliminates immediate need for H2 classes
- Should significantly reduce:
  - Attrition / Sick / Disability / OT in H3 rank

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-25

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – September 23, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item No. 1

Prior to roll call, President Conroy welcomed Commissioner Goldman to the Fire Commission. He noted that the Commission will benefit from his experience and expertise, especially in the area of emergency medicine and pre-hospital care.

1. ON ROLL CALL, the following were noted present:

DOCUMENTS DEPT.
OCT 12 2004
SAN FRANCISCO
PUBLIC LIBRARY

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke (Excused 6:30 p.m.)
Commissioner Douglas E. Goldman

Commissioner Rosemarie Fernandez-Pifer was excused for business reasons.

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations
Gary P. Massetani	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	- Division of Airports
Glenn E. Ortiz-Schuldt	- Division of Emergency Medical Services
Thomas A. Siragusa	- Division of Training

Chief Officers – Firefighting Services:

Arthur W. Kenney	- Division 2
Audry Lee	- Division 3

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of August 26, 2004, and Special Hearing of September 14, 2004.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes were approved as presented.

Public Comment
John Darmanin inquired why the minutes were delayed and that under the Sunshine Ordinance the minutes should be published much sooner than they were.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

Commissioner Conroy wished *Item A. Monthly Reports on Personnel Matters* removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters *[Discussion]*
(Removed from Consent Calendar)

Appointments
Reporting the following TEMPORARY EXEMPT appointment effective *SEPTEMBER 9, 2004:*

7334 Stationary Engineer

Rene Amaya (vice: Hyon Chang, released)

Reporting the following PERMANENT appointment effective *JULY 27, 2004:*

H3 Firefighter/Paramedic

Petra G. Johnson

Reporting the following PERMANENT appointment effective *AUGUST 19, 2004:*

H3 Firefighter/Paramedic

Chase H. Wilson

Reporting the following PERMANENT appointment effective *AUGUST 23, 2004:*

H3 Firefighter/Paramedic

Tracy M. Cavaretta

Reporting the following PERMANENT appointment effective *JULY 18, 2004:*

H2 Firefighter

Christine Cheung

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Jones, Steven P.	H30 Captain	Service	Aug. 21, 2004
Fitting, Phillip E.	H20 Lieutenant	Service	Aug. 17, 2004
Hunt, Alan P.	H20 Lieutenant	Service	Aug. 28, 2004
Sarracino, Joseph C.	H20 Lieutenant	Service	Aug. 22, 2004
Cingolani, John H.	H2 Firefighter	Service	Aug. 19, 2004
Malone, Jeffrey J.	H2 Firefighter	Service	Aug. 21, 2004

(Retirement Certificates will be presented at Fire Commission meeting of January 27, 2005)

Leaves
Reporting leaves of absence with pay for Investigators Jennifer Deberry, Lisa Moy and George Smith, Bureau of Fire Investigation, for three days, July 26 through July 28, 2004, in order to attend the California Conference of Arson Investigators Seminar presented by the

California Conference of Arson Investigators at Seaside, California. All expenses are included in the 2004-05 budget. Investigators Deberry, Moy and Smith will not be replaced.

Reporting leaves of absence with pay for Captain Thomas Harvey and Insepctor Patrick Stranahan, Bureau of Fire Prevention, for four days, September 20 through September 23, 2004, in order to attend the Uniform Fire Code Association Annual Conference in Concord, California. All expenses are included in the 2004-05 budget. Captain Harvey and Inspector Stranahan will not be replaced.

Reporting leave of absence with pay for Inspector William Bigarani, Bureau of Fire Prevention, for five days, September 20 through September 24, 2004, in order to attend the Management 2E class presented by the California State Fire Marshal Office in Novato, California. All expenses are included in the 2004-05 budget. Inspector Bigarani will not be replaced.

Reporting leaves of absence with pay for the time period from July 2004 through November 2004 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1540 Fire Commission Secretary	15
14	H2 Firefighter	318
1	H3 Firefighter/Paramedic	8
1	H20 Lieutenant	54
1	H33 Rescue Captain	38
1	H40 Battalion Chief	14
	Total Number of Days with Pay	447

Reporting intermittent leaves with pay for the time period from June 2004 through October 2005 for the following:

1	H2 Firefighter	Jun. 10, 2004 – Jun. 10, 2005
1	H2 Firefighter	Sep. 18, 2004 – Sep. 17, 2005
1	H2 Firefighter	Sep. 10, 2004 – Apr. 10, 2005
1	H2 Firefighter	Oct. 01, 2004 – Oct. 01, 2005
1	H2 Firefighter	Aug. 06, 2004 – Oct. 10, 2005
1	H2 Firefighter	Aug. 06, 2004 – Aug. 06, 2005
1	H2 Firefighter	Aug. 13, 2004 – Aug. 13, 2005
1	H2 Firefighter	Aug. 26, 2004 – Aug. 25, 2005
1	H2 Firefighter	Aug. 26, 2004 – Aug. 25, 2005
1	H2 Firefighter	Jul. 27, 2004 – Jul. 27, 2005
1	H3 Firefighter/Paramedic	Aug. 30, 2004 – Aug. 30, 2005
1	H3 Firefighter/Paramedic	Aug. 01, 2004 – Aug. 01, 2005
1	H3 Firefighter/Paramedic	Aug. 13, 2004 – Aug. 13, 2005
1	H3 Firefighter/Paramedic	Aug. 15, 2004 – Aug. 15, 2005
1	H20 Lieutenant	Aug. 04, 2004 – Aug. 03, 2005

Reporting leaves of absence <u>without pay</u> for the time period from September 2004 through December 2004 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	H3 Firefighter/Paramedic	66
	Total number of Days w/o Pay	66

Commissioner Conroy, referring to the appointment of an H3 Firefighter, wondered why it occurred at this point. Chief Hayes-White responded that the appointment indicated that they have been fully cross trained. They entered the Department as H2 Firefighters and have now completed the paramedic training program, which was both clinical and didactic with requisite number of hours spent at the hospital.

Public Comment
John Darmanin wished to know why there are temporary exempt appointments being made for Stationary Engineers when there is an existing list to be drawn from.

Mr. Darmanin was also concerned about leaves of absences not being submitted in a timely fashion and after the fact. He believes this to send a wrong message to the public reading the minutes.

Commissioner Goldman moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from August 20 through September 16, 2004:

1. From Aisha Krieger, proposing that "Old 21", be transformed into a community-centered tourist destination with a café and murals; to educate the public about SFFD and San Francisco history in various languages; to sell merchandise to the public for SFFD's community programs; and a possible B&B with firehouse theme for the firebuffs. Copy: each Commissioner and Chief of Department.

2. From Kevin T. Callaghan, requesting that the Civil Service Commission change the certification rule for promotional examinations in the San Francisco Fire Department from the Sliding Band Rule to the Rule of Five Scores, which is the same Certification rule being adopted for the San Francisco Police Department. Also requesting the change are the following: Andrew Birkoff, Al Hom, Chris Giajardo. Copy: each Commissioner.

3. From Anne Brionne, extending special thanks to Station 7 (Lt. Frank Ivarone, Jim Carlin, Dave Saitz, Bob Dotson, and Michael Day) for assisting her to enter her apartment without tearing the door down after she lost her purse with the keys in it. Copy: each Commissioner and Chief of Department.

4. From Shelly Moore, extending special thanks to Station 15, for responding immediately and with great professionalism after she thought she may be having symptoms of a heart attack. Copy: each Commissioner and Chief of Department.

5. From St. Anthony Foundation, expressing their deepest gratitude for the donation by the Bureau of Fire Investigation and to the San Francisco Fire Departments for their invaluable support. Copy: each Commissioner and Chief of Department.

6. From John Cha, complaining that the towing of his car from a parking island near Geary Boulevard may have been in retaliation of his complaint regarding a traffic confrontation between him and a Firefighter's truck. Copy: each Commissioner, Chief of Department, and Deputy Chief, Operations.

Public Comment
John Darmanin wished the descriptions of the communications received would be more detailed and not as brief. He also would like to see a binder with copies of the communications available at the Commission meetings for perusal by the public.

Commissioner Goldman moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESSf

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Joanne Hayes-White, Chief of Department, informed the Commission that Mayor Newsome had given the Department clear direction and approved the conceptual plan to implement a new EMS reconfiguration that would deploy the Department's resources differently as it relates to delivery of medical services and create a transport tier. She stated that the Department will report to the Commission regarding the resolution of many operational details.

Chief Hayes-White announced that she intends to form an SFFD EMS Implementation Committee, which will report directly to the Fire Commission and be comprised of representatives from: the Emergency Physicians Associations, the EMS Section at DPH, the H3 Association, the Hospital Council, the Emergency Communications Department, SF General Hospital (base station physician), City Attorney's Office and an EMS. The committee will be tasked with resolving all the operational details that arise from a new plan.

Chief Hayes-White, in referring to the budget, stated that the Department was daily monitoring it and the brownout of certain companies. She had received a request from Mayor Newsome to better manage overtime expenditures than previous administrations given the fiscal constraints the City is facing. She stated that through SFStat, the Department can look at the relationship between overtime expenditures and response thresholds to insure no adverse impact occurs. The Mayor and the panel were impressed with the Department's sophisticated presentation of the data. Chief Hayes-White acknowledged Chief Massetani for his contribution and Captain Robert Kuzma who actually created the mapping program and develops the SFStat report from the Chief's input.

Furthermore, the Chief announced that Station 33 had reopened on September 10th and the official ribbon cutting ceremony was held on September 19th with Commissioners Conroy, Nakajo and Clarke present. The Chief appreciated the their attendance and so did the community. She was proud of the Department's ability to comprehensively cover the area with minimum impact and to open the station on schedule and with budget.

Chief Hayes-White reviewed some upcoming events: (1) September 26th starting at 4:00 AM there will be multi-agency drill at the BART Embarcadero station with Oakland Fire and Police Departments, BART and multiple agencies and departments from the City participating; and (2) October 17th, 4:30 PM at the Marina Green and Scott St, there will be a 15-50-15 celebrations – 15 years since the Loma Prieta earthquake, 50 year anniversary of the Fireboat Phoenix, and 15 years for the NERT program.

In closing, the Chief encouraged everyone to come to Commission meetings, hear the exchanges and participate through the public comment process. She believed that the meetings have been well-run and she encouraged continued respect at public comment. The Chief informed the Commission that she appreciated their interest and their questions.

Discussion ensued with Commissioners asking questions and the Chief Hayes-White responding.

Report from Administration

Gary Massetani, Deputy Chief, Administration, apprised the Commission that the Board of Supervisors had passed the Local 798 MOU on September 14, 2004, and the contract will extend through June 30, 2007. There are three items of note: (1) the Department will begin implementing the FLSA standard of 212 hours over a 20-day cycle; (2) the first five hours of overtime worked in any given week will be counted as straight time; and (3) meet and confer meetings are continuing with Local 798 regarding random drug/alcohol testing with the Department planning to implement the policy in October.

Chief Massetani, in referring to the budget, stated that the Department had expended $23.6 million of its $203 million budget. This is an expand rate of 12% and is consistent with expand rate of the previous fiscal year. Operations is expending at a 13% rate due to a shortage of personnel. Chief Massetani believes that the expend rate will decrease once the 109th class graduates in November with an expected 46 cadets. He notes that there still will be a shortage of 25 personnel.

The Hunters Point Naval Agreement, passed by the Commission, was approved by the Board of Supervisors and was implemented September 1, 2004. The Department will bill the Navy for approximately $180,000 per month as reimbursement for providing medical and emergency services to the Hunters Point area.

Chief Massetani was pleased to report that the Department had lowered industrial injuries by 22 % from the previous year, with only 62 members off duty as compared to 80 for the same period last year. In addition, personnel on temporary modified duty has decreased to under 40 as compared to 45 to 50 last year.

In closing, Chief Massetani stated that there had been 14 retirements and separations to date, with an estimated 70 at the end of the fiscal year.

Commissioners asked questions regarding a new recruit class and hiring of personnel for the new EMS configuration and Chief Massetani and Chief Hayes-White responded.

Public Comment

John Darmanin was pleased to hear that under the new MOU there will be drug testing but he still concerned about the actual process and procedure of implementation, and the term "random".

Susan Stacks wished to know the response time for medical emergencies. Ms. Stacks was told it was five minutes.

David Gaubriner, paramedic student at San Francisco City College Paramedic Academy, expressed his excitement for the new EMS reconfiguration because it potentially creates a career in EMS and an entryway into the San Francisco Fire Department for many students.

Eric Crane, paramedic, King American Ambulance, stated that for many paramedics at King American it was exciting to read about the new configuration. He wished to know if the H2 list, on which he is currently a candidate, will expire in December or, in light of the new configuration, be extended.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Special Presentation – *Frankie & the Phoenix [Discussion]*

A Book for Children about the 1989 Loma Prieta Earthquake and the Fireboat Phoenix

Dennis Kennedy, Marine Engineer, introduced Dr. Marc Goldyne and his wife Gail who were residents of the Marina when the Loma Prieta earthquake occurred and who very grateful for the efforts of the Fire Department and, especially Fireboat Phoenix with its portable fire hydrant system. To this end, they have gathered information to educate children and their families about San Francisco's about the importance of the high pressure system, the portable hydrant system and the role of the fireboats in major emergencies.

Dr. Goldyne explained the reason why he and his wife decided to write and illustrate a children's book in the aftermath of the Loma Prieta earthquake. He noted the work of the Fire Department not only during the emergency but for some time afterward as they helped residents of the Marina clean up the debris. As the residents watched, they wished to know how to be better prepared to deal with emergencies of this magnitude. With the help of the Fire Department, the concept of Neighborhood Emergency Response Team (NERT) was born. Meanwhile, Mrs. Goldyne further investigated the concept of the portable fire hydrant system with then Assistant Chief Frank Blackburn who invented the concept. The Goldynes decided to make a children's story about what is available in one's community and the services provided by the city, especially the Fire Department. They made Frankie, the fireplug, the central character of the story and named after him Assistant Chief Frank Blackburn.

Dr. Goldyne described the production aspects of the book and the use of various photographs to produce some of the illustrations which will eventually appear in the book.

In closing, Dr. Goldyne reiterated that the reason to make this story a children's book is education. He hopes that children will ask questions and this will be a source to begin to appreciate the services of the Fire Department and, in turn, the many other services provided by the city. He hoped that this would lead to support of the Fire Department, Police Department and other city services and provide enough background for people to make informed decisions in supporting these services.

Furthermore, when the book is published a portion of the proceeds will be shared with San Francisco Firefighters Toy Program. Dr. Goldyne also wished to express his gratitude to Dennis Kennedy for his enthusiasm and support.

Please note: A copy of the presentation is attached and is also available on the Fire Commission Website www.sfgov.org/firecomm as a supporting document of this meeting

President Conroy thanked Dr. Goldyne for the presentation and for the forthcoming book. He considered it important that the public should be educated on the various aspects of the Department and the illustrated children's book was an excellent method of achieving it. President Conroy acknowledged Marine Engineer Kennedy's hard work and support.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Special Presentation – Airport Division ***[Discussion]***

Patrick Casserly, Assistant Deputy Chief, described the Airport and the three fire stations that support it. The Airport (SFO) has about 84,000 passengers pass through it and about 1,100 flight operations per day. The budget is over $500,000 million with 18,000 employees, over five million square feet of terminals, over one million square feet of cargo facility space and over 606,000 megatons of cargo shipped. SFO is classified as the only Index E airport in the Bay Area which means that planes over 200 feet long can land.

Chief Casserly described in detail the three stations, mandated response times, the apparatus at each fire station and the staffing at each. The incident commander for Airport emergencies is the Airport Captain, which at times proves awkward in the chain of command system. He described the various Airport alerts and the responding units - from ARFF units, which carry 3,000 gallons of foam, to non-transport paramedic units and water rescue units since the Airport is surrounded on three sides by water. Chief Casserly explained that at an emergency response there may be more than twenty agencies responding, including the FBI, the CHP, the FAA, the Red Cross, etc.

Chief Casserly stated that training is a major on-going project: firefighters new to the Airport, defillibration training for Airport police, CPR and first aid training for Airport employees and bay water rescue and watercraft training for firefighters and paramedics.

In closing, Chief Casserly enumerated some future goals: (1) Upgraded incident report system; (2) Upgraded radios; (3) improved terrorism response with a hazardous materials unit at Station 3; (4) four hazardous materials specialists on duty each day; (5) all Airport firefighters water rescue qualified; and (6) a boathouse constructed on the water for quicker response to incidents on the Bay.

Please note: A copy of the presentation is attached and is also available on the Fire Commission Website www.sfgov.org/firecomm as a supporting document of this meeting

Public Comment
John Darmanin explained that the Airport funds everything that is necessary to maintain the Airport fire stations, such salaries, clothing, equipment, and training, through an MOU with the Department. He believed now would be a good time, in light of Homeland Security, to request the Airport to fund new radios, which it had not done previously.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

5. PUBLIC COMMENT

John Cabot, Paramedic Captain, spoke in support of the current proposed plan, considering the fiscal reality of the city and the increased demand on emergency healthcare this was the best plan for the San Francisco.

John Darmanin, referring to the Airport presentation and a captain being always the incident commander, stated that one of the previous Airport Chiefs had attempted to get a battalion chief assigned there but it was always a budget issue; chain of command problems due to rank could also be resolved.

Commissioner Nakajo thanked Dr. Goldyne and his wife for the presentation of the children's book about the fireboat and expressed the Commission's appreciation of their creative effort and their dedication to this worthwhile project.

Commissioner Goldman noted that if the Commission could assist in some way with the publication of the book, he was sure that complimentary copies would be available to them.

Chief Hayes-White thanked Dr. Goldyne and his wife for the great amount of time they dedicated to researching the Fireboat Phoenix and creating the book. She believes that it will be educational not only for children but also for adults.

Chief Hayes-White wished to commend Marine Engineer Dennis Kennedy for his thorough knowledge of the Fireboats *Phoenix* and *Guardian*, for his fine work and dedication and for the many off-duty hours he has spent being an ambassador for the Department.

6. ADJOURNMENT

Prior to adjournment, President Conroy wished to adjourn the meeting in honor and gratitude to former Commissioner Roeca who had dedicated so much of his time and energy, and his intelligence and goodwill to the Department through his work with the Commission.

There being no further business to come before the Commission, the meeting was adjourned at 7:55 p.m.

Tania Bauer
Secretary

Frankie & the Phoenix

Children's Story

San Francisco

1989

Why?

2

Why?

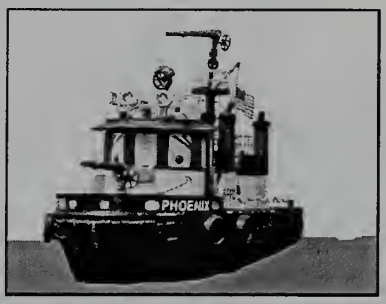
- *Living in the Marina District – 1989*
- *Appreciation of City services*
- *Citizens' contribution to community*

3

Neighborhood Emergency Response Team

5

the *Phoenix*



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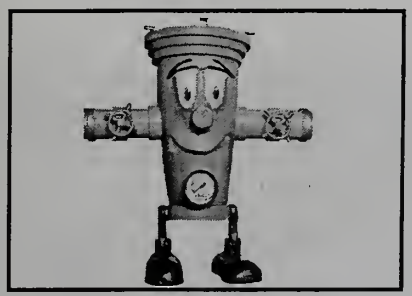
Frankie



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Frankie & the *Phoenix*

- Concept and Illustrations: Marc Goldyne
- Digital Rendering: Donald Farnsworth
- Story: Nancy Coopersmith
- Introduction: Senator Dianne Feinstein
- Forward: Chief SFFD Joanne Hayes-White

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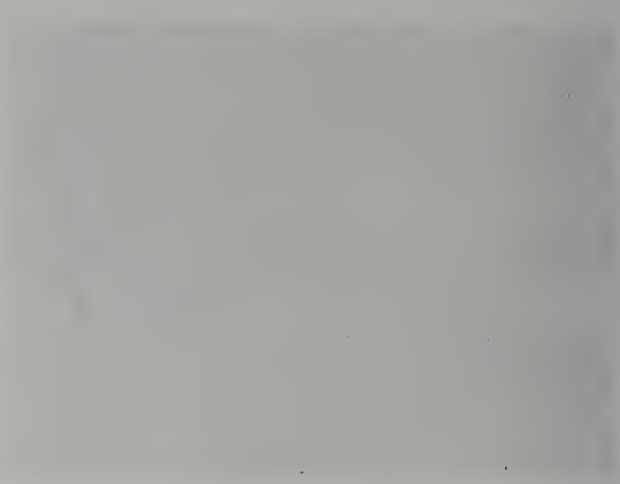
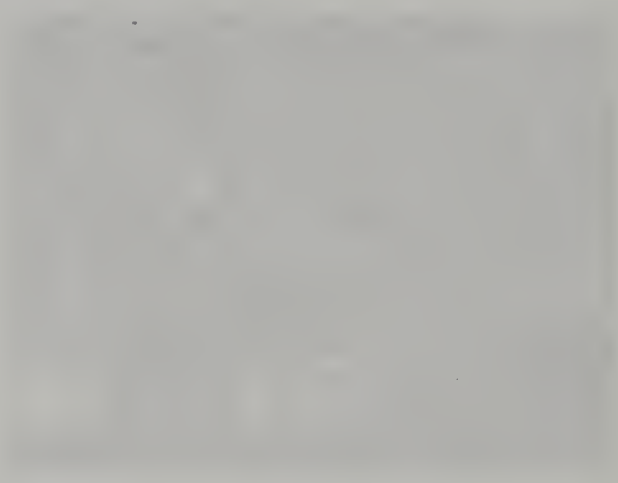
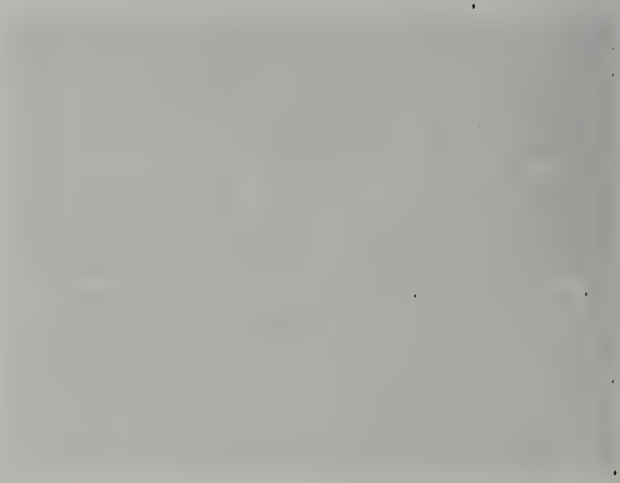
9

10

SFFD







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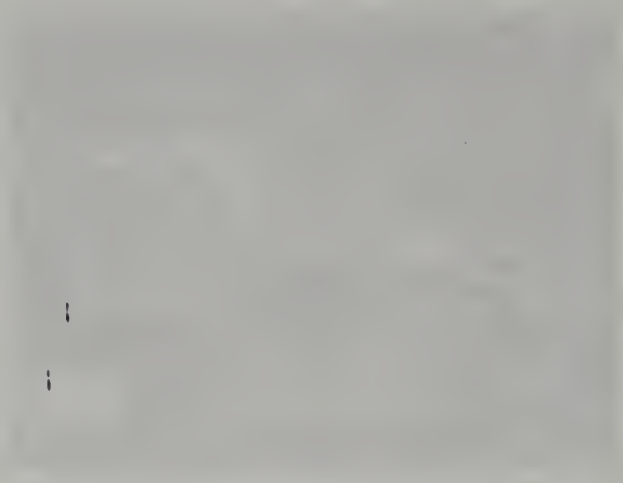
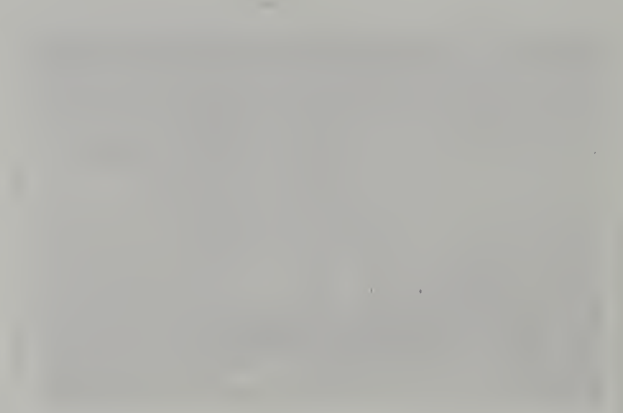




Why?

- *Education …leads to*
- *Appreciation …leads to*
- *Support*

21

- A portion of the proceeds from the sale of this book will go to the

San Francisco Fire Department
Toy Drive

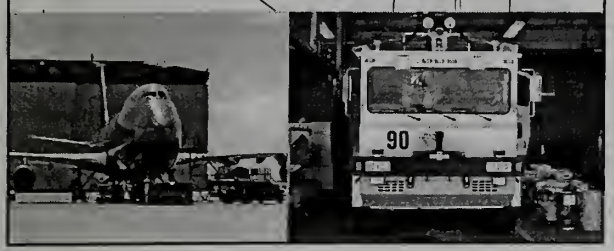
22

Thank you Dennis !

23

San Francisco Fire Department Airport Division

Assistant Deputy Chief Patrick Casserly Jr.



San Francisco International Airport

- 84, 000 passengers per day
- 1100 flight operations per day
- 18,000 employees
- 5,611,000 square feet of Terminals
- 1,002,485 cargo facility square footage
- 606,879 metric tons of cargo last year
- $580,000,000 budget
- Index "E" Airport

Federal Aviation Regulation 139.315:

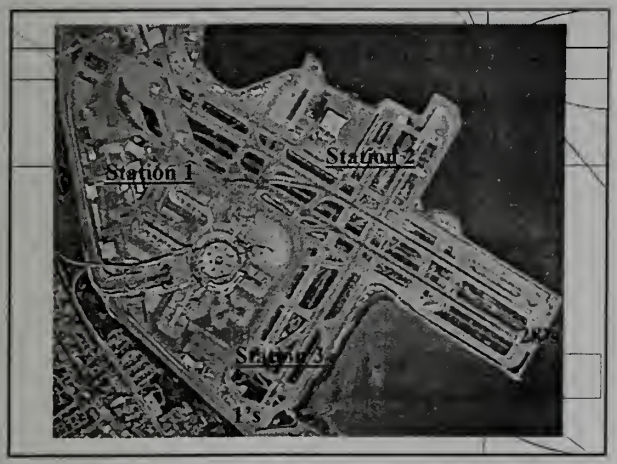
- **Within 3 minutes from the time of the alarm, at least one required aircraft rescue firefighting vehicle shall reach the midpoint of the farthest runway serving air carrier aircraft from its assigned post**
- **Within 4 minutes from the time of the alarm, all other required vehicles shall reach the point specified in the above paragraph**

Three Fire Stations

Station 1 Accessed through the West Field Checkpoint (west end of Runway 28L)

Station 2 Accessed through the North Field Checkpoint (Near the intersection of Runways 28R & 19L)

Station 3 Accessed through the South Field Checkpoint (Near the south end of Runway 19L)



Station 1 and Station 3 are Identical

Station 3 is the Secondary Staging Area for Mutual Aid

Station 2
Primary Staging Area for City Units

On Duty Twenty-Four Hours a Day

- 1 Captain (Incident Commander)
- 3 Lieutenants
- 8 Apparatus Operators
- 4 Emergency Medical Technicians
- 2 Paramedics
- 2 Basic Life Support EMT's
- 3 Firefighters

Monday through Friday

1 Assistant Deputy Chief
1 Training Captain
1 Fire Prevention Lieutenant
2 Fire Prevention Inspectors

A TOTAL OF 91 FIRE DEPARTMENT PERSONNEL ARE ASSIGNED TO THE AIRPORT

The SFFD Airport Budget is 11 million dollars

Apparatus at the Airport

- 3 Aircraft Rescue Firefighting Vehicles (ARFF Units) carrying 3000 gallons of Foam (newer ARFF Units will carry 4000 gallons of foam)
- 1 ARFF Unit carrying 1500 gallons of foam (Chase Vehicle)
- 2 Engines
- 1 One hundred & twenty foot aerial Truck

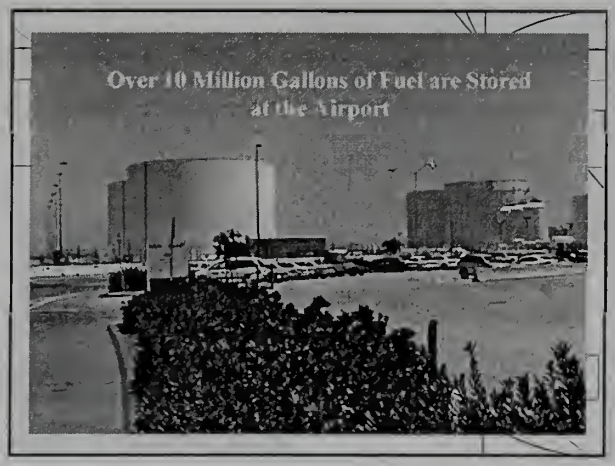
Apparatus at the Airport continue

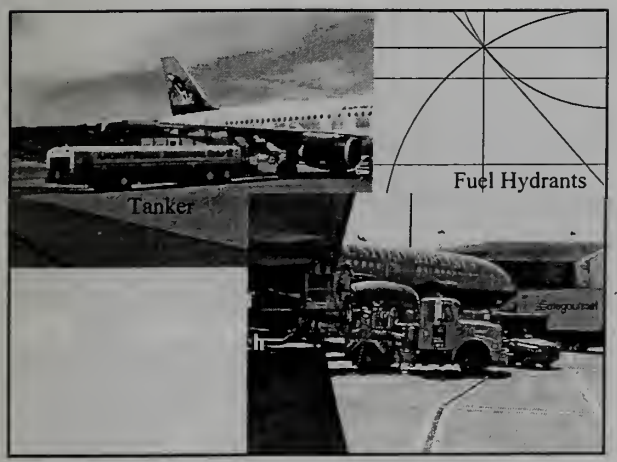
- 2 Non-Transport Paramedic Units
- Watercraft
  - Fireboat "James T. Nutley"
  - 27 foot Boston Whaler, "The Vigilant"
  - 18 foot Zodiac, "The Hurricane"
  - Two Yamaha Jet Skies
- 1 Command Vehicle staffed by the Captain

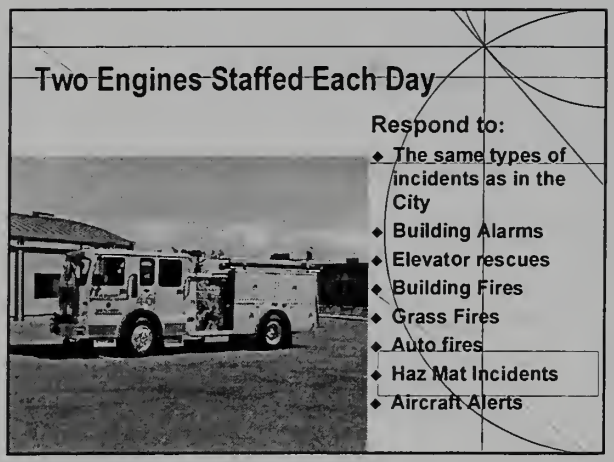
The terms ENGINE, TRUCK, and MEDIC UNIT are not used. All Fire Department Apparatus at the Airport are called "RESCUE" units.

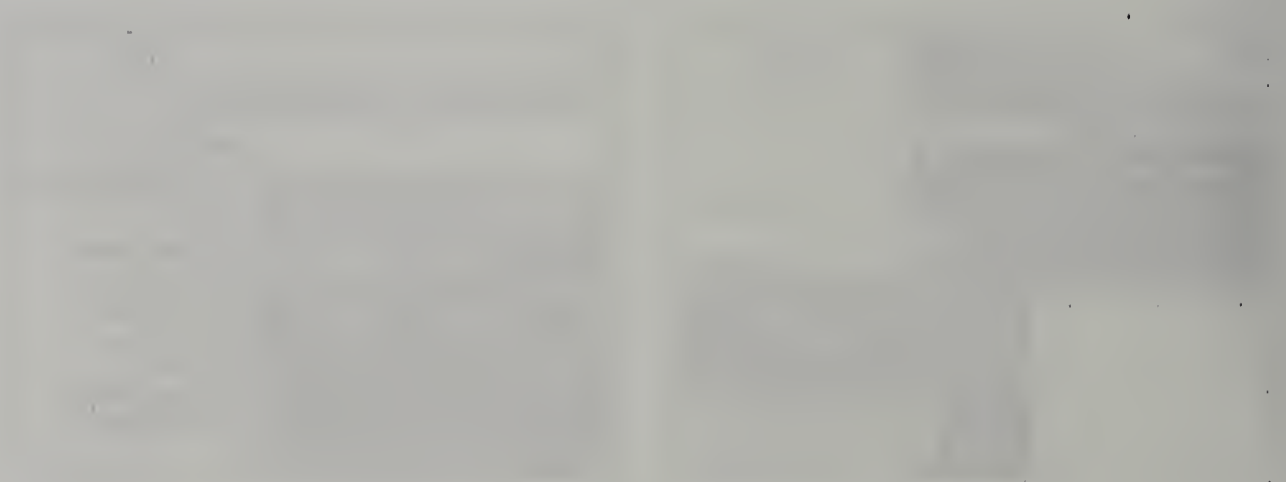
Four ARFF Vehicles Staffed Each Day

Involving Aircraft but also Emergencies
Involving Fuel


Over 10 Million Gallons of Fuel are Stored
at the Airport


Tanker
Fuel Hydrants


Two Engines Staffed Each Day
Respond to:
The same types of incidents as in the City
Building Alarms
Elevator rescues
Building Fires
Grass Fires
Auto fires
Haz Mat Incidents
Aircraft Alerts

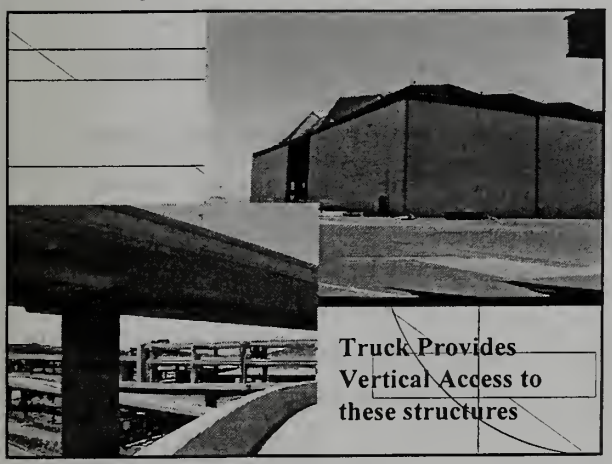


Truck, 120 foot Aerial

Responds:

- To the same types of incidents as in the City
- Usually in conjunction with an Engine
- To BART & Air Train Incidents
- Aircraft Alerts

BART & Air Train Travel on Elevated Tracks



Truck Provides Vertical Access to these structures

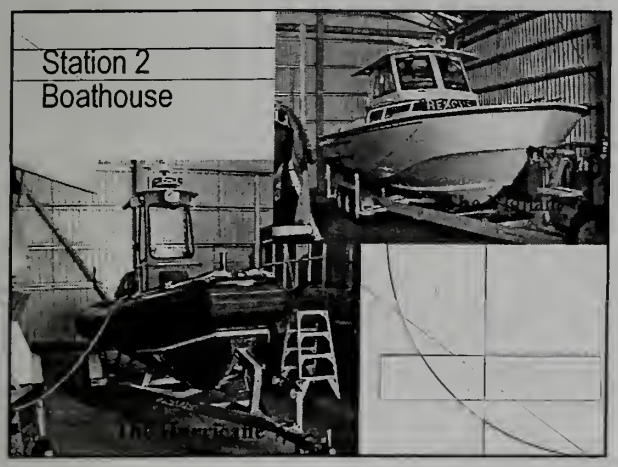
Medical Units

(about 70% of SFFD dispatches are EMS related)

Respond to:

- All Medical Emergencies (No transport)
- Auto fires in parking garages
- Aircraft Alerts

Station 2 Boathouse



City College of San Francisco Airlines

Staffing is "Lighter" than the City

The two Engines are Staffed "1 and 2"

The Truck is Staffed "0 and 2"

There are no Battalion Chiefs or Chief's Aides

The Captain is the Incident Commander at all Airport Incidents.

•A significant incident or several simultaneous incidents will deplete the Airport's resources quickly

Mutual Aid Response

Requested when:

The number of SFFD Units are depleted because of simultaneous incidents. Mutual Aid units will "cover in" at Stations. An Airport Firefighter will ride with each "cover in" company.

Additional units are needed at a significant incident.

An Alert 3 occurs (Fire Incident Commander may request Mutual Aid for Alert 2's)

Structure Fires at the Airport

Airport Communications Dispatches:

- Two Engines
- One Truck
- One Medic Unit
- One Command Vehicle

When initial resources are deployed and unable to control the fire, a "Mutual Aid" Code 101 or Code 303 is requested

Code 101 (Mutual Aid)

The SFFD Dispatches the following "City" units to the Airport:

Three Engines
One Truck
One Heavy Rescue Squad
One Ambulance
One Medical Rescue Captain
One Battalion Chief
One Division Chief

E15, Truck 15, and Battalion 9 respond by way of Highway 280

Code 303 (Mutual Aid)

San Mateo County Dispatches to the Airport:

Six Engines
Two Trucks
One Battalion Chief

Alerts

Alerts are incidents involving aircraft

Responding to Alerts is the main reason for the fire department's presence at the Airport.

There are three types of Alerts.

Alerts

FAR Part 139 Aircraft Incidents and Accidents

Alert 1 - Aircraft that is known (or suspected) to have an operational defect that normally should not cause serious difficulty in achieving a safe landing

Alert 2 - Aircraft that is known (or suspected) to have an operational defect that affects normal flight operations and may result in an accident

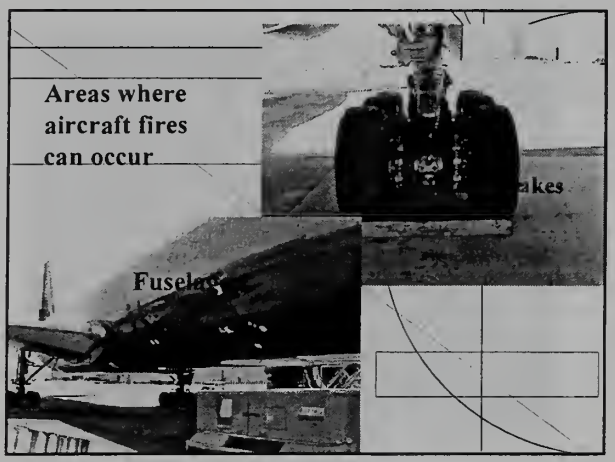
Alert 3 - Aircraft incident/accident that has occurred on (or in the vicinity of) the airport.

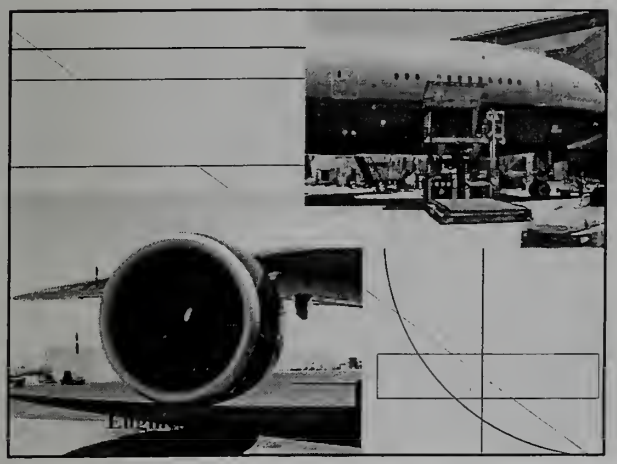
Alerts are Initiated By:

- Aircraft Owner/Operator
- Pilot or Aircraft Crew Member
- Air Traffic Control Tower
- Airport Director or Designated Representative (Airfield Safety Officer)
- Alerts can be upgraded by Fire Incident Commander

When the Tower announces an Alert, the Following Information is Broadcast:

- What type of aircraft is attempting to land
- What the problem is
- How many minutes until landing
- Which airline is involved
- How many pounds of fuel are on the aircraft
- How many "souls" are onboard





Airport Fire Dept. Response to Alerts

Alert 1 - Airport Units proceed to "Standby" locations outside of fire stations

Alert 2 - Airport Units proceed to designated standby positions based on the landing runway

Alert 3 - Airport Units proceed to scene of incident

SFFD Response to Alerts

Alert 3 - Will require a "Code 101" response from the City and a "Code "303" from San Mateo County

Alert 2 - May require a "Code 101" and a"Code 303"and is requested by the Fire Incident Commander.

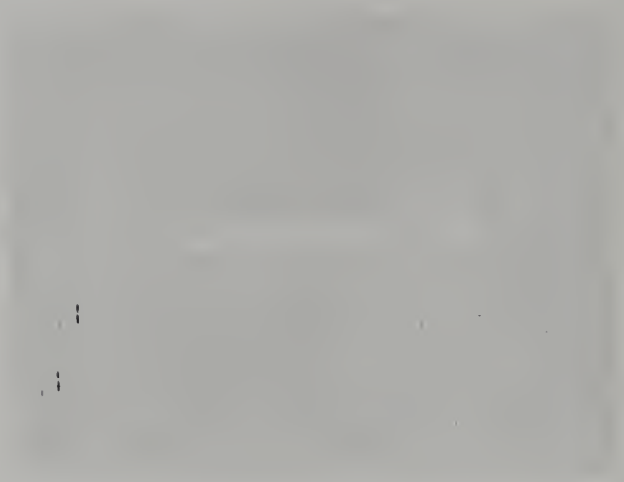
Note: An Alert 3 at the Airport automatically suspends all takeoffs and landings

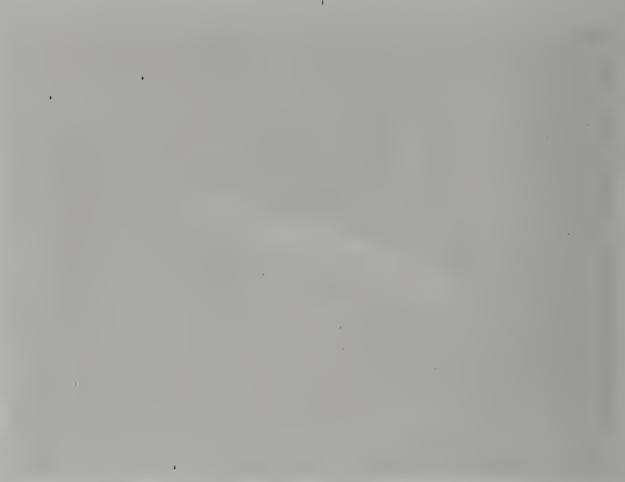
Staging for "City" Units

The **Primary** Staging Area for Mutual Aide Companies is through the North Field Checkpoint to the front of Station 2.

The **Secondary** Staging Area for Mutual Aide Companies is through the South Field Checkpoint to the East side of Station 3.

Units responding from the City are to respond on Channel "C9"*





ACCESS GATE

to

STAGING

to

INCIDENT

As soon as possible, a secure transport corridor will be established from the Access Gate to the Staging Area and the Incident Site.

S.E.R.P. - Standardized Emergency Response Pattern

P.S.E.R.P. - Preferred Standardized Emergency Response Pattern

The **SERP/PSERP** concept restricts aircraft rescue & firefighting resources to an exclusive area surrounding the Incident Site. This concept identifies the ingress/egress routes for medical transport.

Mutual Aid Units DO NOT drive onto the "field side" without an escort

Mutual Aid Units

1. Confirm through the Comm. Center where to stage.
2. Upon arrival at the Staging Area, the SFO Staging Officer briefs the SFFD Chief Officer on the status of the emergency.
3. The SFFD Chief Officer provides the Staging Officer with a full accounting of resources present. This information is relayed to the Incident Commander
4. One Chief's Aide or firefighter remains with the Staging Officer in order to assist in their duties. They have with them one SFFD portable radio and one Fire White Radio.

Mutual aid Units

5. The Staging Officer provides the SFFD Chief Officer with five Airport Fire Portable Radios (Channel 3 is Fire Control, Channel 8 is the Tactical Channel)*

6. If the Emergency Operations Center (EOC) is activated, the Division Chief responds to that location (Domestic Terminal) to assist Fire Department personnel. Otherwise, the Division Chief responds to the Incident Command Post and assist the Incident Commander. The Division Chief has one SFFD portable radio and one SFFD Airport portable radio.

Who is in charge at the scene?

The Division Chief from the City

The Battalion Chief from the City

The Airport Division Chief

The Airport Captain

ANSWER

Incident Commander is the Airport Captain

The Airport Division Chief reports to the Emergency Operations Center in Terminal 2.

Division and Battalion Chiefs work under the direction of the Airport Captain

Some of the Agencies that will respond to Aircraft emergency:

Aircraft Owner/Operator	NTSB
Airport Communications	SFFD Mutual Aid
Airport Operations	San Mateo Mutual Aid
Airport Duty Manager	San Mateo Med. Exam.
Airport Management	San Mateo Sheriff
Airport Medical Clinic	Red Cross
Airport Police	Sam Trans
CHP	Clergy Response Team
US. Coast Guard	FAA
Cust. & Border Protection	AMR

Current Projects

- Train firefighters from the city who have expressed a desire to work at the Airport
- Purchase two 4000 Gallon ARFF Units (A380)
- Purchase one 1000 Gallon Dual Agent Engine
- Automatic Electronic Defibrillator Training for Airport Police & other Airport employees (42 A.E.D.'s are in place, 300 employees trained)
- CPR/ First Aid Training for Airport employees
- Bay Water Rescue and Watercraft Training
- Incident reporting on N.F.I.R.s
- Upgrade Radios

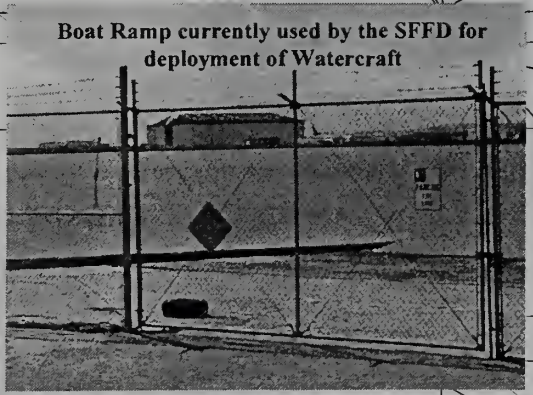
Future Goals

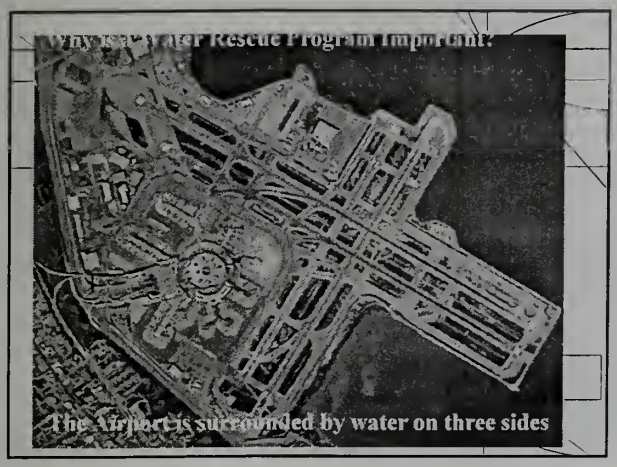
- **To work with the SFFD Homeland Security Steering Committee to improve the Airport's Terrorism Response Program**
- **To have a Hazardous Materials Unit in place at Station 3**
- **To have four Hazardous Materials Specialists on duty each day with "First Response" capability to investigate and identify hazardous incidents**

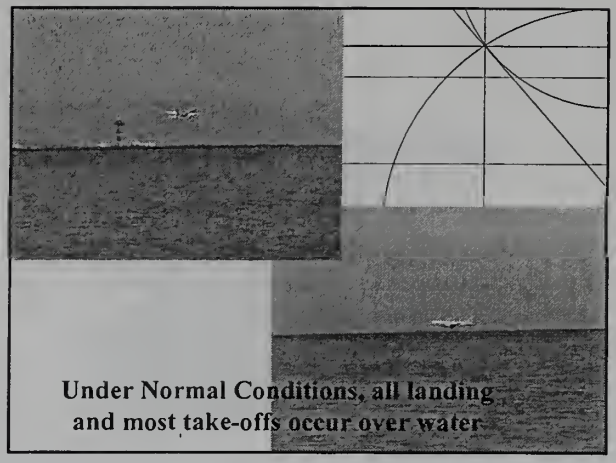
Future Goals

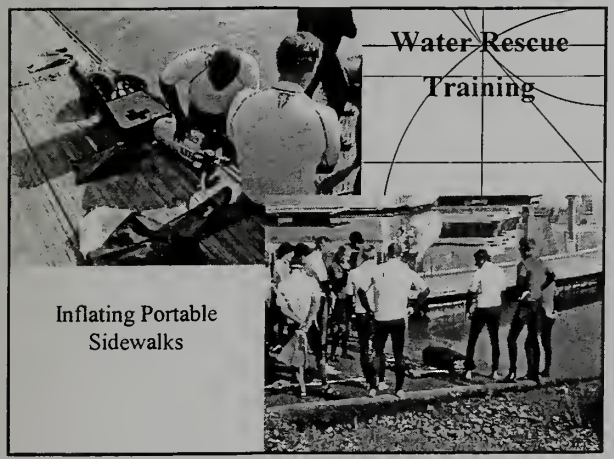
- **To have all Airport Firefighters Water Rescue Qualified (All "City" firefighters wishing to be assigned to the Airport must first successfully complete a Bay Water Rescue Swimmer Class)**
- **To have a boathouse constructed on the water for quicker access to incidents on the Bay (currently, all boats are kept on trailers at Station 2. Launching the boats takes 30 minutes).**

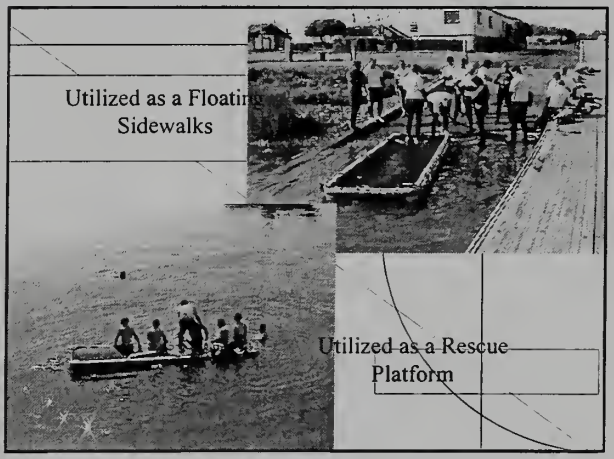
Boat Ramp currently used by the SFFD for deployment of Watercraft

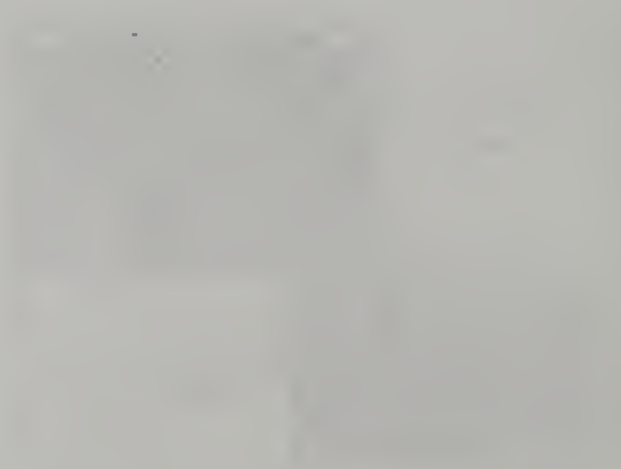


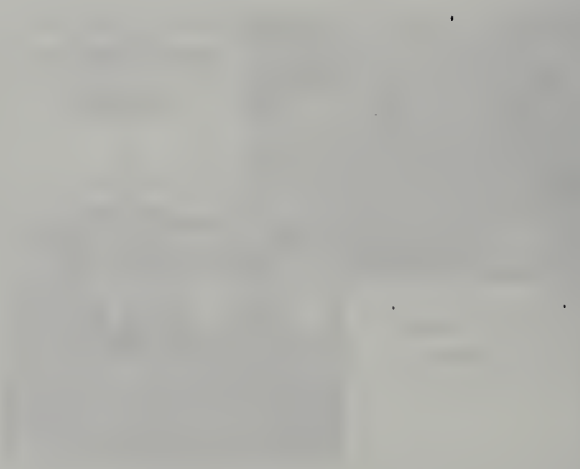

The Airport is surrounded by water on three sides

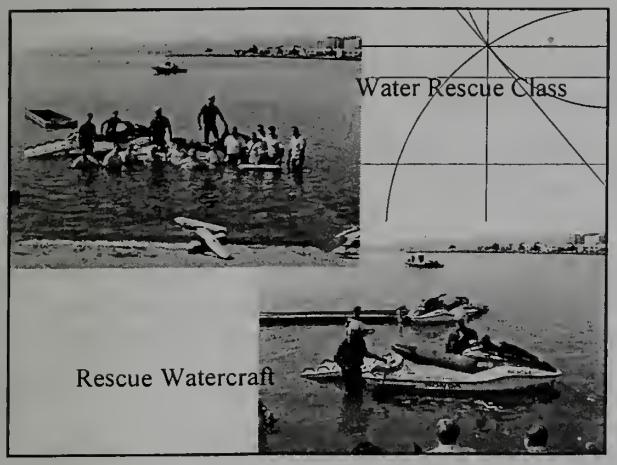

Under Normal Conditions, all landing and most take-offs occur over water

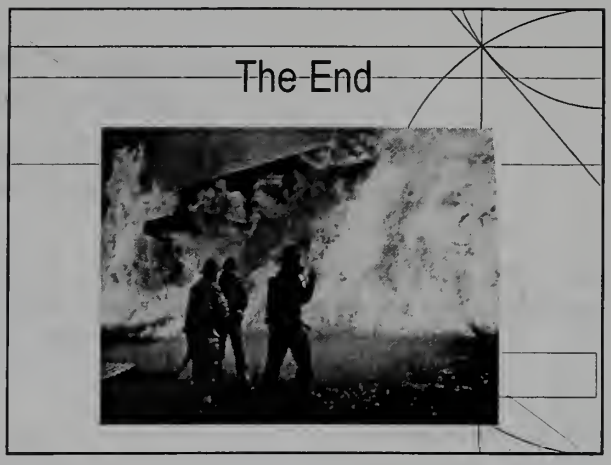

Water Rescue Training
Inflating Portable Sidewalks


Utilized as a Floating Sidewalks
Utilized as a Rescue Platform






Water Rescue Class
Rescue Watercraft


The End

SAN FRANCISCO FIRE COMMISSION

No. 04-25

MINUTES OF THE FIRE COMMISSION
(Amended portions in Italic)

Regular Meeting – Thursday – September 23, 2004 – 6:00 p.m.
698 Second Street, Room 102

Prior to roll call, President Conroy welcomed Commissioner Goldman to the Fire Commission. He noted that the Commission will benefit from his experience and expertise, especially in the area of emergency medicine and pre-hospital care.

Item No.

DOCUMENTS DEPT.

OCT 25 2004

SAN FRANCISCO
PUBLIC LIBRARY

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke (Excused 6:30 p.m.)
Commissioner Douglas E. Goldman

Commissioner Rosemarie Fernandez-Pifer was excused for business reasons.

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations
Gary P. Massetani	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	- Division of Airports
Glenn E. Ortiz-Schuldt	- Division of Emergency Medical Services
Thomas A. Siragusa	- Division of Training

Chief Officers – Firefighting Services:

Arthur W. Kenney	- Division 2
Audry Lee	- Division 3

2. **APPROVAL OF THE MINUTES** *[Action]*

Regular Meeting of August 26, 2004, and Special Hearing of September 14, 2004.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes were approved as presented.

Public Comment
John Darmanin inquired why the minutes were delayed and that under the Sunshine Ordinance the minutes should be published much sooner than they were.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

Commissioner Conroy wished *Item A. Monthly Reports on Personnel Matters* removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters *[Discussion]*
(Removed from Consent Calendar)

Appointments
Reporting the following TEMPORARY EXEMPT appointment effective *SEPTEMBER 9, 2004:*

7334 Stationary Engineer

Rene Amaya (vice: Hyon Chang, released)

Reporting the following PERMANENT appointment effective *JULY 27, 2004:*

H3 Firefighter/Paramedic

Petra G. Johnson

Reporting the following PERMANENT appointment effective *AUGUST 19, 2004:*

H3 Firefighter/Paramedic

Chase H. Wilson

Reporting the following PERMANENT appointment effective *AUGUST 23, 2004:*

H3 Firefighter/Paramedic

Tracy M. Cavaretta

Reporting the following PERMANENT appointment effective *JULY 18, 2004:*

H2 Firefighter

Christine Cheung

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Jones, Steven P.	H30 Captain	Service	Aug. 21, 2004
Fitting, Phillip E.	H20 Lieutenant	Service	Aug. 17, 2004
Hunt, Alan P.	H20 Lieutenant	Service	Aug. 28, 2004
Sarracino, Joseph C.	H20 Lieutenant	Service	Aug. 22, 2004
Cingolani, John H.	H2 Firefighter	Service	Aug. 19, 2004
Malone, Jeffrey J.	H2 Firefighter	Service	Aug. 21, 2004

(Retirement Certificates will be presented at Fire Commission meeting of January 27, 2005)

Leaves
Reporting leaves of absence with pay for Investigators Jennifer Deberry, Lisa Moy and George Smith, Bureau of Fire Investigation, for three days, July 26 through July 28, 2004, in order to attend the California Conference of Arson Investigators Seminar presented by the

California Conference of Arson Investigators at Seaside, California. All expenses are included in the 2004-05 budget. Investigators Deberry, Moy and Smith will not be replaced.

Reporting leaves of absence with pay for Captain Thomas Harvey and Insepctor Patrick Stranahan, Bureau of Fire Prevention, for four days, September 20 through September 23, 2004, in order to attend the Uniform Fire Code Association Annual Conference in Concord, California. All expenses are included in the 2004-05 budget. Captain Harvey and Inspector Stranahan will not be replaced.

Reporting leave of absence with pay for Inspector William Bigarani, Bureau of Fire Prevention, for five days, September 20 through September 24, 2004, in order to attend the Management 2E class presented by the California State Fire Marshal Office in Novato, California. All expenses are included in the 2004-05 budget. Inspector Bigarani will not be replaced.

Reporting leaves of absence with pay for the time period from July 2004 through November 2004 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1540 Fire Commission Secretary	15
14	H2 Firefighter	318
1	H3 Firefighter/Paramedic	8
1	H20 Lieutenant	54
1	H33 Rescue Captain	38
1	H40 Battalion Chief	14
	Total Number of Days with Pay	447

Reporting intermittent leaves with pay for the time period from June 2004 through October 2005 for the following:

1	H2 Firefighter	Jun. 10, 2004 – Jun. 10, 2005
1	H2 Firefighter	Sep. 18, 2004 – Sep. 17, 2005
1	H2 Firefighter	Sep. 10, 2004 – Apr. 10, 2005
1	H2 Firefighter	Oct. 01, 2004 – Oct. 01, 2005
1	H2 Firefighter	Aug. 06, 2004 – Oct. 10, 2005
1	H2 Firefighter	Aug. 06, 2004 – Aug. 06, 2005
1	H2 Firefighter	Aug. 13, 2004 – Aug. 13, 2005
1	H2 Firefighter	Aug. 26, 2004 – Aug. 25, 2005
1	H2 Firefighter	Aug. 26, 2004 – Aug. 25, 2005
1	H2 Firefighter	Jul. 27, 2004 – Jul. 27, 2005
1	H3 Firefighter/Paramedic	Aug. 30, 2004 – Aug. 30, 2005
1	H3 Firefighter/Paramedic	Aug. 01, 2004 – Aug. 01, 2005
1	H3 Firefighter/Paramedic	Aug. 13, 2004 – Aug. 13, 2005
1	H3 Firefighter/Paramedic	Aug. 15, 2004 – Aug. 15, 2005
1	H20 Lieutenant	Aug. 04, 2004 – Aug. 03, 2005

Reporting leaves of absence <u>without pay</u> for the time period from September 2004 through December 2004 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	H3 Firefighter/Paramedic	66
	Total number of Days w/o Pay	66

Commissioner Conroy, referring to the appointment of an H3 Firefighter, wondered why it occurred at this point. Chief Hayes-White responded that the appointment indicated that they have been fully cross trained. They entered the Department as H2 Firefighters and have now completed the paramedic training program, which was both clinical and didactic with requisite number of hours spent at the hospital.

Public Comment
John Darmanin wished to know why there are temporary exempt appointments being made for Stationary Engineers when there is an existing list to be drawn from.

Mr. Darmanin was also concerned about leaves of absences not being submitted in a timely fashion and after the fact. He believes this to send a wrong message to the public reading the minutes.

Commissioner Goldman moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from August 20 through September 16, 2004:

1. From Aisha Krieger, proposing that "Old 21", be transformed into a community-centered tourist destination with a café and murals; to educate the public about SFFD and San Francisco history in various languages; to sell merchandise to the public for SFFD's community programs; and a possible B&B with firehouse theme for the firebuffs. Copy: each Commissioner and Chief of Department.

2. From Kevin T. Callaghan, requesting that the Civil Service Commission change the certification rule for promotional examinations in the San Francisco Fire Department from the Sliding Band Rule to the Rule of Five Scores, which is the same Certification rule being adopted for the San Francisco Police Department. Also requesting the change are the following: Andrew Birkoff, Al Hom, Chris Giajardo. Copy: each Commissioner.

3. From Anne Brionne, extending special thanks to Station 7 (Lt. Frank Ivarone, Jim Carlin, Dave Saitz, Bob Dotson, and Michael Day) for assisting her to enter her apartment without tearing the door down after she lost her purse with the keys in it. Copy: each Commissioner and Chief of Department.

4. From Shelly Moore, extending special thanks to Station 15, for responding immediately and with great professionalism after she thought she may be having symptoms of a heart attack. Copy: each Commissioner and Chief of Department.

5. From St. Anthony Foundation, expressing their deepest gratitude for the donation by the Bureau of Fire Investigation and to the San Francisco Fire Departments for their invaluable support. Copy: each Commissioner and Chief of Department.

6. From John Cha, complaining that the towing of his car from a parking island near Geary Boulevard may have been in retaliation of his complaint regarding a traffic confrontation between him and a Firefighter's truck. Copy: each Commissioner, Chief of Department, and Deputy Chief, Operations.

Public Comment
John Darmanin wished the descriptions of the communications received would be more detailed and not as brief. He also would like to see a binder with copies of the communications available at the Commission meetings for perusal by the public.

Commissioner Goldman moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESSf

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Joanne Hayes-White, Chief of Department, informed the Commission that Mayor Newsome had given the Department clear direction and approved the conceptual plan to implement a new EMS reconfiguration that would deploy the Department's resources differently as it relates to delivery of medical services and create a transport tier. She stated that the Department will report to the Commission regarding the resolution of many operational details.

Chief Hayes-White announced that she intends to form an SFFD EMS Implementation Committee, which will report directly to the Fire Commission and be comprised of representatives from: the Emergency Physicians Associations, the EMS Section at DPH, the H3 Association, the Hospital Council, the Emergency Communications Department, SF General Hospital (base station physician), City Attorney's Office and an EMS. The committee will be tasked with resolving all the operational details that arise from a new plan.

Chief Hayes-White, in referring to the budget, stated that the Department was daily monitoring it and the brownout of certain companies. She had received a request from Mayor Newsome to better manage overtime expenditures than previous administrations given the fiscal constraints the City is facing. She stated that through SFStat, the Department can look at the relationship between overtime expenditures and response thresholds to insure no adverse impact occurs. The Mayor and the panel were impressed with the Department's sophisticated presentation of the data. Chief Hayes-White acknowledged Chief Massetani for his contribution and Captain Robert Kuzma who actually created the mapping program and develops the SFStat report from the Chief's input.

Furthermore, the Chief announced that Station 33 had reopened on September 10th and the official ribbon cutting ceremony was held on September 19th with Commissioners Conroy, Nakajo and Clarke present. The Chief appreciated the their attendance and so did the community. She was proud of the Department's ability to comprehensively cover the area with minimum impact and to open the station on schedule and with budget.

Chief Hayes-White reviewed some upcoming events: (1) September 26th starting at 4:00 AM there will be multi-agency drill at the BART Embarcadero station with Oakland Fire and Police Departments, BART and multiple agencies and departments from the City participating; and (2) October 17th, 4:30 PM at the Marina Green and Scott St, there will be a 15-50-15 celebrations – 15 years since the Loma Prieta earthquake, 50 year anniversary of the Fireboat Phoenix, and 15 years for the NERT program.

In closing, the Chief encouraged everyone to come to Commission meetings, hear the exchanges and participate through the public comment process. She believed that the meetings have been well-run and she encouraged continued respect at public comment. The Chief informed the Commission that she appreciated their interest and their questions.

Discussion ensued with Commissioners asking questions and the Chief Hayes-White responding.

Report from Administration

Gary Massetani, Deputy Chief, Administration, apprised the Commission that the Board of Supervisors had passed the Local 798 MOU on September 14, 2004, and the contract will extend through June 30, 2007. There are three items of note: (1) the Department will begin implementing the FLSA standard of 212 hours over a 20-day cycle; (2) the first five hours of overtime worked in any given week will be counted as straight time; and (3) meet and confer meetings are continuing with Local 798 regarding random drug/alcohol testing with the Department planning to implement the policy in October.

Chief Massetani, in referring to the budget, stated that the Department had expended $23.6 million of its $203 million budget. This is an expand rate of 12% and is consistent with expand rate of the previous fiscal year. Operations is expending at a 13% rate due to a shortage of personnel. Chief Massetani believes that the expend rate will decrease once the 109th class graduates in November with an expected 46 cadets. He notes that there still will be a shortage of 25 personnel.

The Hunters Point Naval Agreement, passed by the Commission, was approved by the Board of Supervisors and was implemented September 1, 2004. The Department will bill the Navy for approximately $180,000 per month as reimbursement for providing medical and emergency services to the Hunters Point area.

Chief Massetani was pleased to report that the Department had lowered industrial injuries by 22 % from the previous year, with only 62 members off duty as compared to 80 for the same period last year. In addition, personnel on temporary modified duty has decreased to under 40 as compared to 45 to 50 last year.

In closing, Chief Massetani stated that there had been 14 retirements and separations to date, with an estimated 70 at the end of the fiscal year.

Commissioners asked questions regarding a new recruit class and hiring of personnel for the new EMS configuration and Chief Massetani and Chief Hayes-White responded.

Public Comment

John Darmanin was pleased to hear that under the new MOU there will be drug testing but he still concerned about the actual process and procedure of implementation, and the term "random".

Susan Stacks wished to know the response time for medical emergencies. Ms. Stacks was told it was five minutes.

David Gaubriner, paramedic student at San Francisco City College Paramedic Academy, expressed his excitement for the new EMS reconfiguration because it potentially creates a career in EMS and an entryway into the San Francisco Fire Department for many students.

Eric Crane, paramedic, King American Ambulance, stated that for many paramedics at King American it was exciting to read about the new configuration. He wished to know if the H2 list, on which he is currently a candidate, will expire in December or, in light of the new configuration, be extended.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Special Presentation – *Frankie & the Phoenix [Discussion]*

A Book for Children about the 1989 Loma Prieta Earthquake and the Fireboat Phoenix

Dennis Kennedy, Marine Engineer, introduced Dr. Marc Goldyne and his wife Gail who were residents of the Marina when the Loma Prieta earthquake occurred and who very grateful for the efforts of the Fire Department and, especially Fireboat Phoenix with its portable fire hydrant system. To this end, they have gathered information to educate children and their families about San Francisco's about the importance of the high pressure system, the portable hydrant system and the role of the fireboats in major emergencies.

Dr. Goldyne explained the reason why he and his wife decided to write and illustrate a children's book in the aftermath of the Loma Prieta earthquake. He noted the work of the Fire Department not only during the emergency but for some time afterward as they helped residents of the Marina clean up the debris. As the residents watched, they wished to know how to be better prepared to deal with emergencies of this magnitude. With the help of the Fire Department, the concept of Neighborhood Emergency Response Team (NERT) was born. Meanwhile, Mrs. Goldyne further investigated the concept of the portable fire hydrant system with then Assistant Chief Frank Blackburn who invented the concept. The Goldynes decided to make a children's story about what is available in one's community and the services provided by the city, especially the Fire Department. They made Frankie, the fireplug, the central character of the story and named after him Assistant Chief Frank Blackburn.

Dr. Goldyne described the production aspects of the book and the use of various photographs to produce some of the illustrations which will eventually appear in the book.

In closing, Dr. Goldyne reiterated that the reason to make this story a children's book is education. He hopes that children will ask questions and this will be a source to begin to appreciate the services of the Fire Department and, in turn, the many other services provided by the city. He hoped that this would lead to support of the Fire Department, Police Department and other city services and provide enough background for people to make informed decisions in supporting these services.

Furthermore, when the book is published a portion of the proceeds will be shared with San Francisco Firefighters Toy Program. Dr. Goldyne also wished to express his gratitude to Dennis Kennedy for his enthusiasm and support.

Please note: A copy of the presentation is attached and is also available on the Fire Commission Website www.sfgov.org/firecomm as a supporting document of this meeting

President Conroy thanked Dr. Goldyne for the presentation and for the forthcoming book. He considered it important that the public should be educated on the various aspects of the Department and the illustrated children's book was an excellent method of achieving it. President Conroy acknowledged Marine Engineer Kennedy's hard work and support.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Special Presentation – Airport Division *[Discussion]*

Patrick Casserly, Assistant Deputy Chief, described the Airport and the three fire stations that support it. The Airport (SFO) has about 84,000 passengers pass through it and about 1,100 flight operations per day. The budget is over $500,000 million with 18,000 employees, over five million square feet of terminals, over one million square feet of cargo facility space and over 606,000 megatons of cargo shipped. SFO is classified as the only Index E airport in the Bay Area which means that planes over 200 feet long can land.

Chief Casserly described in detail the three stations, mandated response times, the apparatus at each fire station and the staffing at each. The incident commander for Airport emergencies is the Airport Captain, which at times proves awkward in the chain of command system. He described the various Airport alerts and the responding units - from ARFF units, which carry 3,000 gallons of foam, to non-transport paramedic units and water rescue units since the Airport is surrounded on three sides by water. Chief Casserly explained that at an emergency response there may be more than twenty agencies responding, including the FBI, the CHP, the FAA, the Red Cross, etc.

Chief Casserly stated that training is a major on-going project: standard training for firefighters new to the Airport, defillibration training for Airport police, CPR and first aid training for Airport employees. Bay water rescue and watercraft training for firefighters and paramedics is emphasized in order to provide quicker response to incidents over water since the Airport is surrounded on three sides by water.

In closing, Chief Casserly enumerated some future goals: (1) Upgraded incident report system; (2) Upgraded radios; (3) improved terrorism response with a hazardous materials unit at Station 3; (4) four hazardous materials specialists on duty each day; (5) all Airport firefighters water rescue qualified; and (6) a boathouse constructed on the water for quicker response to incidents on the Bay.

Please note: A copy of the presentation is attached and is also available on the Fire Commission Website www.sfgov.org/firecomm as a supporting document of this meeting

Public Comment
John Darmanin explained that the Airport funds everything that is necessary to maintain the Airport fire stations, such salaries, clothing, equipment, and training, through an MOU with the Department. He believed now would be a good time, in light of Homeland Security, to request the Airport to fund new radios, which it had not done previously.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

5. PUBLIC COMMENT

John Cabot, Paramedic Captain, spoke in support of the current proposed plan, considering the fiscal reality of the city and the increased demand on emergency healthcare this was the best plan for San Francisco.

John Darmanin, referring to the Airport presentation and a captain being always the incident commander, stated that one of the previous Airport Chiefs had attempted to get a

battalion chief assigned there but it was always a budget issue; chain of command problems due to rank could also be resolved.

Commissioner Nakajo thanked Dr. Goldyne and his wife for the presentation of the children's book about the fireboat and expressed the Commission's appreciation of their creative effort and their dedication to this worthwhile project.

Chief Hayes-White thanked Dr. Goldyne and his wife for the great amount of time they dedicated to researching the Fireboat Phoenix and creating the book. She believes that it will be educational not only for children but also for adults.

Commissioner Goldman's comment was removed at his request.

Chief Hayes-White wished to commend Marine Engineer Dennis Kennedy for his thorough knowledge of the Fireboats *Phoenix* and *Guardian*, for his fine work and dedication and for the many off-duty hours he has spent being an ambassador for the Department.

6. ADJOURNMENT

Prior to adjournment, President Conroy wished to adjourn the meeting in honor and gratitude to former Commissioner Roeca who had dedicated so much of his time and energy, and his intelligence and goodwill to the Department through his work with the Commission.

There being no further business to come before the Commission, the meeting was adjourned at 7:55 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-26

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – October 14, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.

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1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Rosemarie Fernandez-Pifer
Commissioner Clem Clarke
Commissioner Douglas E. Goldman

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations
Gary P. Massetani	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	- Division of Airports
Glenn E. Ortiz-Schuldt	- Division of Emergency Medical Services
Paul H. Chin	- Division of Fire Prevention & Investigation
Lorrie A. Kalos	- Division of Support Services
Thomas A. Siragusa	- Division of Training

Chief Officers – Firefighting Services:

Richard D. Bracco	- Division 2
Michael J. Morris	- Division 3 (Acting)

2. **APPROVAL OF THE MINUTES** ***[Action]***

Regular Meetings of September 9 and September 23, 2004.

Commissioner Goldman wished the minutes of September 23, 2004, to be amended to exclude his public comment under Item 5. Public Comment, and to emphasize the importance of training for specific incidents.

Commissioner Fernandez-Pifer moved and Commissioner Clarke seconded. There were no further questions or discussion and the minutes of September 9, 2004, were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during September 2004.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, August 28 through September 10, 2004, and September 11 through September 24, 2004.

Appointment
Reporting the following PERMANENT EXEMPT appointment effective *SEPTEMBER 21, 2004:*

0114 Board/Commission Member

Douglas E. Goldman, M.D. (vice: Russell Roeca, separated)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Rodriguez, Ronald A.	H40 Battalion Chief	Service	Sep. 14, 2004
Muniz, Robert P.	H20 Lieutenant	Service	Sep. 01, 2004
Postel, Robert O.	H20 Lieutenant	Service	Sep. 11, 2004
Stevenson, Lisa	6281 Fire Safety Inspector II	Ord. Dis.	Oct. 01, 2002

(Retirement Certificates will be presented at Fire Commission meeting of January 27, 2005)

Discipline
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H40 Battalion Chief	Batt. 1	2	09-25-04 thru 09-26-04	Sec. 3926 (Tardiness & Failure to Report)

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Medic 36	6	07-03-04 07-04-04 07-06-04 07-07-04 07-09-04 and 07-10-04	Sec. 3926 (Tardiness & Failure to Report)

Separation
Reporting separation of 0114 Board/Commission Member Russell S. Roeca, effective September 21, 2004.

Resignation
Reporting resignation of 1450 Executive Secretary I Yvonne Wimmleitner, effective close of business September 24, 2004. (Resigned with satisfactory services. Approximate length of service – one year.)

Termination
Reporting termination of Temporary Exempt 7334 Stationary Engineer Matthew Flecklin, effective October 4, 2004. (Released from appointment. Started work 09-02-04.)

Leave – Correction
Amending Page 2, Minutes of 08-26-04, leave of absence with pay for 1942 Assistant Materials Coordinator Dorothy Teupel, Clothing Depot, to read:

Reporting leave of absence with pay for Captain David Franklin for seven days, September 28 through October 4, 2004, in order to attend the *Personal Protection Council Conference* in Sarasota, Florida. Lodging and meals will be paid by Lion Apparel Company. Captain Franklin will not be replaced.

Leaves
Reporting leave of absence with pay for Deputy Chief Gary Massetani, Administration, for 12 days, October 18 through October 29, 2004, in order to attend the National Fire Academy's course, *Leading Community Risk Reduction,* in Emmitsburg, Maryland. Transportation, lodging and meals will be paid by the National Fire Academy. Deputy Chief Massetani will not be replaced.

Reporting leave of absence with pay for Assistant Deputy Chief Alfred P. Quartaroli for two days, October 4 through October 5, 2004, in order to attend the *Personal Urban Area Security Initiative Conference* in Coronado, California. All expenses will be paid through grant funding. Assistant Deputy Chief Quartaroli will not be replaced.

Reporting leave of absence with pay for Inspector Jeffrey Chin, Bureau of Fire Prevention, for five days, October 11 through October 15, 2004, in order to attend *Fire Prevention 1C* class presented by the Emergency Industrial Council in San Carlos, California. Registration fee is included in the 2004-05 budget. Inspector Chin will not be replaced.

Reporting leave of absence with pay for Lieutenant Bert Reyes, Bureau of Fire Prevention, for one day, September 17, 2004, in order to attend an *8-Hour Refresher "HazWoper"* training class, presented by Compliance Solutions, Inc., in Millbrae, California. Registration fee is included in the 2004-05 budget. Lieutenant Reyes will not be replaced.

Reporting leaves of absence with pay for Inspectors Alec Balmy, Melissa Lerma and John Piombo, Bureau of Fire Prevention, for four days, September 14 through September 17, 2004, in order to attend a *40-Hour "HazWoper"* training class, presented by Compliance Solutions, Inc., in Millbrae, California. Registration fee is included in the 2004-05 budget. Inspectors Balmy, Lerma and Piombo will not be replaced.

Military Leaves
Reporting approval of applications from two members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Cuff III, Frank Major	H2 FF	09-09-04 thru 09-17-04	9	US Army Res. San Diego, CA	Attend Active Duty Training

Simon, Ramon SSG	H2 FF	10-16-04 thru 10-17-04	2	US Army Res. Dublin, CA	Attend Inactive Duty Training

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 29	04-5-010	7/25/2004	502	B	File
Cause:	While proceeding to a small fence fire up a steep dirt road, the left dual of Eng 29 went into a hole causing the center compartment to dent				
EMS RC 1	04-5-011	8/2/2004	925	B	File
Cause:	While proceeding up the ramp at St. Mary's Medical Center, RC 1 was struck by a bicyclist who could not stop				
Engine 39	04-5-012	8/4/2004	590	A	File
Cause:	Driver inattention - While leaving the scene of a medical incident, Eng 39 struck a parked civilian vehicle				
Engine 9	04-5-013	8/5/2004	597	A	File
Cause:	While backing into a parallel parking space, Eng 9 struck the front bumper of a parked civilian vehicle				
Medic 10	04-5-014	8/10/2004	732	A	File
Cause:	Misjudged clearance - While exiting from the emergency bay at Kaiser Hospital, Medic 10 scraped the pillar supporting the overhang roof				
Medic 28	04-5-015	8/10/2004	748	A	File
Cause:	Misjudged clearance - While proceeding forward to load patient at Pier 45, Medic 28 struck an overhang on a shed				
Truck 2	04-5-016	8/12/2004	619	A	File
Cause:	Misjudged clearance (tiller) - While maneuvering through a narrow street, the tiller section of Trk 2 struck the mirror of a parked civilian vehicle				

Truck 3	04-5-017	8/13/2004	0	A	File

Cause: Misjudged clearance - While responding with red lights and siren, Trk 3 struck the mirror of a parked civilian vehicle

Engine 43	04-5-018	8/15/2004	539	B	Bill

Cause: While stopped in traffic, Eng 43 was struck twice by a civilian vehicle that attempted to go around Eng 43

Engine 29	04-5-019	8/17/2004	502	B	File

Cause: While stopped at an intersection, a civilian vehicle moved forward and hit Eng 29

Truck 2	04-5-020	8/17/2004	619	B	Bill

Cause: While parked at an incident, Trk 2 was struck by a passing Muni bus

Engine 22	04-5-021	8/17/2004	504	B	Bill

Cause: Hit and run - While parked at an incident, Eng 22 was struck by a civilian vehicle that fled the scene

Medic 38	04-5-022	8/18/2004	744	B	Bill

Cause: While travelling eastbound on Haight Street, Medic 38's mirror was struck by the mirror of a passing PGandE truck

Medic 38	04-5-023	8/19/2004	744	B	File

Cause: Hit and run - While backing up at the scene of an incident, Medic 38 was struck by a civilian vehicle which fled the scene

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from September 17 through October 7, 2004.

1. From Morgan Lee, requesting that the Civil Service Commission change the certification rule for promotional examinations in the San Francisco Fire Department from the Sliding Band Rule to the Rule of Five Scores, which is the same certification rule being adopted for the San Francisco Police Department. Also requesting the change are the following: Brett Evart, Michael Orlando, Brian Ballard, Leonel Tingin, Shon Buford, Tom Carberry, Thomas Oertli, Arnie Lee, Derek Wing, Alson Lee, Patricia Yuen, Harold French Anthony Soule, Stephen Harper, Richard Miles, John Barcojo, Thomas Gibson, Seth Bertram, Tyson Yee, Marcella McCormack, Victor Hurtado, Barry Wong, Jason Chan, Ricky Yee, Alan Camarillo, Matthew Zlatunich, Herman Woo, Dennis Zouzounis, David Lester, Richard Hom, Neil Morrison, Joeseph Barbero, Gary Gautier, Clyde Christobal, Richard Gering, Lorenzo Ibarra, Raymond Chavez, Chad Ertola, Tom O'Brien, Dominic Ottoboni, James Fewell, Eileen McCrystle, and David Nonomura. Copy: each Commissioner.

2. From FF Mary Minogue-Reidy, communicating that she received a telephone call from Ms. Elise Fraschaina, who expressed her gratitude for the care that FF/Paramedic Willie Humphrey provided her and stated that he saved her life. Copy: each Commissioner, Chief of Department and EMS Chief.

3. From Nathaniel Winston, expressing frustration regarding a phone call he placed to Lt. Romeyn requesting to be put off sick. Firefighter Winston states that Lt. Romeyn was hostile and rude, and that this is the third time he's complained about such behavior. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

4. From Diane Sidd-Champion, reminding that Local 798 has the right to meet and confer with the Fire Department under the Meyers-Milias Brown Act, about San Francisco Fire Department's reevaluation of the ambulance service before any changes are implemented. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations and EMS Chief.

5. From Heather Fong, Chief of Police, expressing her gratitude to the members of the San Francisco Fire Department who came to the aid of Officer Domenico Discenza who suffered a heart attack while jogging. He has since made a miraculous recovery, made possible by the excellent treatment he received from the SFFD. Copy: each Commissioner, Chief of Department, Deputy Chief, Operations and EMS Chief.

6. From Steve Bridges, chastising the Commission for an "inappropriate sweetheart deal" with Julie Lee granting use of Fire Department public property for a below-market lease rate. He considers this to be a misuse of public funds and public trust. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

7. From Aubrey, Merriman, Regional Vice President, Special Olympics, expressing his gratitude for the support that was received from the Firefighters Volunteer Committee and all of the members of the San Francisco Fire Department who participated in the September 19, 2004, *Walk for the Gold* at SBC Park making it a huge success. Copy: each Commissioner and Chief of Department.

8. From Carol Weinstein, requesting that the Station that responded on September 14, 2004, to an imminent child birth in front of the San Francisco Ballet, and successfully delivered the baby in the back seat of a car, be given a commendation. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

Commissioner Conroy had a number of questions regarding the Consent Calendar. First, in reference to Leaves of Absence and a course titled "HazWoper", to which Hayes-White responded that there were two courses in "Hazardous Waste Operations", one a refresher and the other a 40-hour course in what is involved in disposing of waste materials. The Department's involvement is in the permit process, for example, permits to remove underground storage tanks.

Commissioner Conroy had a question about a communications received by the Commission regarding the certification rule. He also wondered about the Department's progress with the Captain's exam, and the certification rule with the Civil Service Commission.

Chief Hayes-White responded that in February of 2003, the Civil Service Commission had ruled that the Fire Department will use *statistically valid grouping* for certification. Chief Hayes-White believes that the Department should have a certification rule more similar to the Police Department, namely, the *Rule of Five*. The Chief hopes that the Department will be able to give the H30 Captain's exam soon, and after that the H20 Lieutenant's and then the H40 Battalion Chief's exams.

Furthermore, Commissioner Conroy, referring to the statistics on disability leave, wished to compliment the Chief, the command staff and the Department on the improvement in the rate of disability dropping to 67 members this year from 89 members same time last year.

Commissioner Goldman moved and Commissioner Clarke seconded. There were no further questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Joanne Hayes-White, Chief of Department, brought the Commission up to date on a number of issues: (1) She and the Deputy Chiefs attended a Local 798 membership meeting that she felt was productive and where there was a good exchange of ideas and concerns; (2) the question of brown-outs was raised in various venues and albeit the Chief is concerned, she is compelled to follow the Mayor's directive to control overtime expenditures in this difficult economic climate and the impact is being monitored on a daily basis; (3) the passage of Propositions K and J, both tax measures, if not passed, will have a major impact on departmental operations, with the Department being asked to draft a contingency plan on $7.5 million reduction over the next 18 months; (4) the Department will be reporting to the Mayor and his panel for SFStat on October 25th for the previous months activities which include levels of service, overtime expenditures, overall budget outlay and income, and use of scheduled and unscheduled absences; and (5) Chief Massetani has been designated to the on-going negotiations with Local 798 regarding the random drug and alcohol testing provisions in the latest MOU.

In closing, Chief Hayes-White suggested that the issue of promotional exams should be a separate agenda item at a future Commission meeting, and that she would provide the Commission with background material for a timely review before the meeting.

Discussion ensued and Commissioners asked questions with Chief Hayes-White and staff responding.

Commissioner Fernadez-Pifer emphasized that the Department needed to analyze a number of issues related to promotions, including if there was an impact on new hires and recruitment. She agreed that a separate report needed to be made on the issue.

Commissioner Conroy noted that it is actually the Commission which determines whether the Rule of Five, statistically valid grouping or any other certification rule is to be used. The Commission, of course, will take into account the Department's recommendation.

Commissioner Clarke wished further explanation of the $7.5 million reduction if Propositions K & J did not pass; what the impact would be on the Department, how the figure of $7.5 million was derived and whether there was a contingency plan in place.

Chief Massetani explained that it was based on a percentage of the Department's liability in the General Fund, which would be $134 million. The Mayor's Budget Office had established it at originally at $15 million but when the Department objected,$15 million was agreed to since over the past two year's the Department's budget had already been reduced by $42 million. Chief Massetani pointed out that 87 to 97% of the budget is personnel expense and it would be extremely difficult to make further reductions without reductions in personnel since four companies are already being browned-out daily.

Commissioner Conroy wished to know how the command staff decides which engines are to be browned-out.

Chief Hayes-White responded that the Department relies on statistical analyses that are related to the geographic location of each fire station and each engine company. Some engine companies are browned out more than others to minimize operational impact.

Commissioner Nakajo stated that he understood that the brownouts had affected the number of runs that companies have that are "covering". He was concerned that busy stations, such as Station 1, have had an increase in their number of runs.

Commissioner Goldman wished to know if there had been any provable untoward events that had occurred due to brown-outs. He asked that the Commission, due to its oversight responsibility during these difficult transitions for the Department, be apprised of the effect of brownouts and, specifically, of provable untoward events that resulted from them.

Chief Hayes-White responded that monitoring is on a daily basis. Division Chiefs, Battalion Chiefs and even company officers have been asked to track any potential problem as it relates to brown-outs.

Chief Hayes-White informed the Commission of two events that occurred recently: (1) on September 27th, a suspicious object was found at Fire Department Headquarters that was assumed to be bomb, and the Police evacuated the building. The bomb unit x-rayed it and deemed it not explosive but the object needed to be further examined; and (2) two LRV (Light Rail Vehicle) accidents occurred to which the Department responded, one near West Portal at which the individual succumbed to her injuries, and the second one on Ocean, at which a woman was struck by the K train and pinned underneath it. The Chief stated that she was very proud of how the various units worked together under extremely difficult and traumatic circumstances. The woman was extricated and was still in critical condition with traumatic injuries to her lower limbs. She ascribes the success of the extrication to

experience and training of the crews and the sound leadership of Battalion Chief Moriarty and Division Chief Barden.

Chief Hayes-White recounted past and upcoming events: (1) Fleet week went well with a Special Operations plan in place developed by Special Operations Chief Navarro; (2) the Chief and numerous members of the Department participated in the Italian Heritage Parade (formerly Columbus Day Parade); (3) Department members participated in the asthma walk, under the direction of Captain Tangherlini, with the community grateful for the Fire Department's efforts with the Open Airway Program in schools, particularly in the Hunter's Point district where many children suffer from asthma; (4) the 15-50-15 event on October 17th in the Marina will be commemorating the 15 year anniversary of the Loma Prieta quake, 50 year anniversary of the fireboat *Phoenix*, and 15 years since the NERT (Neighborhood Emergency Response Team) program became established; (5) the upcoming graduation from the H2 Firefighter Academy of the 109th Class on Wednesday, November 10, 2004.

Report from Suppression

Federico Sanchez, Deputy Chief, Suppression, apprised the Commission that the Department is aggressively pursuing accident prevention. A new General Order is being released, with the goal being reduction or prevention of vehicle accidents, and will be strictly enforced.

Chief Sanchez described instances of interoperability drilling with ECD (Emergency Communications Department), the Police Department, the Department of Public Works and the Port participating. Drills were held with the Police Marine Unit and the Department's Water Rescue Units with firefighters driving the jet skis and the police riding on the back to locations close to a pier, then rolling off into the water to inspect under the pier for bombs. Further drills will be forthcoming. At the de-briefing meeting, it was established that communications need to be improved. To this end, a table top exercise has been scheduled.

Chief Sanchez noted that disability cases have been reduced due to the emphasis on safety and the strict enforcement of full PPEs (Personal Protective Equipment). In addition, the new respiratory protection program requires the Department to monitor the air quality in a building after a fire. The new CGI monitor beeps if the carbon monoxide level is too high. Firefighters will not be able to remove their Scott Air packs until the air quality is reduced to acceptable levels.

Chief Sanchez related that there have been two greater alarms and 33 working fires. There was a 3 alarm at 511 Leavenworth with 36 units and 112 firefighters responding with a number of great rescues with only seconds away from becoming a tragic event. The other fire was behind Hoover Junior High, albeit not a greater alarm, it was an urban grassfire and very difficult to control due to a sheer cliff and rocks, inhibiting the ability to pull hose lines.

In closing, Chief Sanchez stated that it was fortunate to have had both Rescue squads available at the LRV incident previously described by the Chief. He believed that the brown-outs did not impact the outcome of that incident but the Department is closely monitoring and analyzing them.

Report from Emergency Medical Services

Marshal Isaacs, M.D., SFFD Medical Director, wished to thank Assistant Deputy Chief Siragusa, Director of Training, and Section Chief Harvey, EMS In-Service Training Chief, for the excellent training they have provided over the past months, including (1) paramedic

refresher training, (2) battalion-based pediatric emergency medicine and emergency childbirth training; (3) training on a new program called *Save Haven for Newborns*, which allows any woman who has recently given birth and has no place to turn to, approach any fire station and turn the baby over to anyone at the station; the baby will be evaluated and transported to a newborn facility in San Francisco; and (4) the 109th class had finished the knowledge and skills EMS evaluation.

In closing, Dr. Isaacs announced that specialized training has been scheduled for paramedic captains to be provided by Chief Fazackerly, Chief Ortiz-Schuldt, Dr. Casner and EMS staff. This month there will be a review of the incident command system and mass gathering medicine in preparation for Halloween in the Castro. Additionally, preceptor training will also begin in order to have preceptors in place for paramedics and EMTs who must pass this for their licenses and certificates.

James Fazackerly, EMS Operations Chief, recounted that there were 19 ambulances that were staffed 24 hours around the clock and seven days a week. There was an average deployment of ALS first responder apparatus of 23 ALS engines per day. Despite the brown-outs, the Department managed to maintain an average that did not drop below 21 ALS engines and the rolling average was 23.

Chief Fazackerly noted that Dr. Casner, one of two SFFD Medical Directors, was currently directing the Department's clinical risk mitigation, performance management and quality improvement activities. He has just submitted a response to the Department of Public Health's EMS Section Quality Improvement Review. This was the first step in a year long effort in the Department's quality improvement program.

Chief Fazackerly, referring to regulatory issues, related that two rounds of ambulance inspections were held in September. Each of the 25 frontline ambulance were inspected as well as 200 items per vehicle were inspected by staff from the regulatory agency at the Health Department. All ambulances passed after the second round due to the strong efforts of Captain Zanoff and the diligence and hard work of FF/PMs Para and Atchison.

The performance management unit opened 19 cases for investigation and none were of a critical nature. 26 cases were closed, 12 of which were internal incidents and 14 were generated outside of the Department. Chief Fazackerly thanked Captain Drabble, who has methodically and rigorously investigated, managed and brought these cases to a conclusion.

Chief Fazackerly informed the Commission that the county regulatory agency studied three different times in how the Department responds to incidents in nine out of ten cases (90th percentile): (1) first defibrillator on the scene should be a maximum of four minutes and 30 seconds; (2) first paramedic on the scene should be no more than seven minutes; and (3) the first ALS transport unit should be no more than ten minutes. He noted that citywide the Department is 25 seconds slow on delivery of the first defibrillator. He was happy to report that in the first paramedic and the first transport on the scene, the Department was meeting its citywide goals for all battalions and all units with the exception of Battalion 7 in first paramedic arrival.

Furthermore, 67 patients had been transported to the McMillan Stabilization Center. This is a significant increase from the beginning of the program and all of the transports resulted in positives outcomes for the patients. The Department is making a special effort in tracking high frequency patients in terms of 911 use, since this had been identified by the Mayor during a SFStat report. Captain Tangherlini is heading an interdisciplinary unit to identify and

locate these users in order to intervene with social services referrals or appropriate transport.

In closing, Chief Fazackerly wished to highlight two units that are often not noticed but are integral to ongoing operations: (1) the Billing unit which is on target for a monthly collection of $1.4 million, and also reviews billing and revenue concerns from the public and authorizes adjustments when appropriate; and (2) the Medical Records unit which processes and archives documents, handling 102 subpoena requests for documents and archiving 1,600 documents per month.

Discussion ensued with Commissioners asking questions and EMS staff responding.

Commissioner Goldman wished to know how many UOs (Unusual Occurrences) that had been reviewed by the EMS agency were currently outstanding. Chief Fazackerly responded that there were approximately 30 outstanding items.

Commissioner Goldman also wished to know if the previously mentioned response times were from the initiation of the call to arrival at the patient's side. Chief Fazackerley responded that it was from the time of dispatch of the unit at the Emergency Communications Department to the arrival of the unit at curbside. Dr. Isaacs added that the standard established by the EMS Section was arrival at the scene and not at the patient's side. He noted that there was no established national or state standard.

Chief Fazackerly explained that the local EMS regulatory agency established the standards for first defibrillator, first ALS and first transport unit drawing from the recommendations of the Emergency Medical Directors Association of California.

Commissioner Conroy wished to know if the brownouts were affecting response times, especially the response for first defibrillator, since seven out of ten districts were actually out of compliance. Chief Fazackerly could not respond conclusively without looking at the data but it could be a possibility.

Chief Hayes-White added that the first defibrillator threshold has recently been changed; it was five minutes and since February 2004 it was reduced to four minutes and 30 seconds.

Dr. Isaac's stated that he knew of no agency in the state nor in the country that met this new standard since it is extremely rigorous. Chief Ortiz-Schuldt added that different communities set different standards due to their geography. San Diego, for instance, set their first unit or first defibrillator on the scene at eight minutes, and they still cannot meet this standard.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Matching Funds Grant - FEMA *[Action]*

Requested approval to accept and expend a grant in the amount of $398,548 from FEMA (Federal Emergency Management Agency) for the purchase of wildland firefighting protective clothing and equipment. The San Francisco Fire Department agrees to provide matching funds in the amount of $170,806 from the Division of Training's budget.

Gary Massetani, Deputy Chief, Administration, requested the Commission's approval to accept and expend the Grant in the amount of $398,548 from the Department of Homeland Security and the Office for Domestic Preparedness in order to acquire wildland firefighting protective clothing equipment. The total approved project cost is $569,354 of which the

federal government's share is 70% or $398,548 and the Fire Department's matching fund share is 30% or $170,806. The Department has identified the matching funds from the Division of Training budget.

Acquisition of the proposed equipment would bring the Department into compliance with NFPA standards for protective clothing and equipment for wildland firefighting. For example, the Grant would provide 500 pairs of wildland coats and pants, 500 pairs of protective boots, 500 helmets, gloves, goggles and other assorted gear. In addition, 60 radios for apparatus, 55 portable radios, and 4 GPS units for global positioning would be acquire. It is the goal of the Department to acquired and distribute the proposed equipment by April 1, 2005, in time for the annual wildland firefighting training.

Commissioner Clarke moved and Commissioner Fernandez seconded. There were no further questions or discussion and the grant was approved on recommendation of Chief of Department.

C. Formal Complaint *[Discussion]*

Submitted formal complaint against Firefighter William Ang, dated September 22, 2004, for violation of Section 3912 of the Rules and Regulations (Intoxicants & Drugs).

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter William Ang of the trial date as soon as one is set.

D. Disciplinary Hearing Assignments *[Discussion]*

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

President Conroy explained that under the Rules and Regulations the President can assign a Commissioner as the hearing officer to receive evidence in a hearing. A court reporter is assigned to take down everything that is said and to transcribe all testimony of witnesses and arguments by counsel. A transcript, as well as exhibits and briefs, are later produced and presented to all the Commissioners in a separate hearing where the Commission deliberates on the matter. When there is a recommendation for termination for a member, the full Commission sits, hears the evidence and deliberates.

Commissioner Conroy explained that he is aware that some members of the Commission had never participated in a hearing or sat as a hearing officer. To this end, Deputy City Attorney Margaret Baumgartner will provide hearing officer training.

Name	*Case #*	*Type of case*	*Commissioner*
A/Captain Thomas Doudiet	04 – 5	Formal Complaint	Conroy
Inspector Kaan Chin	04 – 6	Suspension Appeal	Goldman
Firefighter Robert Arzave	04 – 7	Suspension Appeal	Fernandez-Pifer
Battalion Chief Alson Lee	04 – 8	Suspension Appeal	Conroy
Firefighter Richard Espinoza	04 – 9	Formal Complaint	Clarke
Firefighter Keith Baraka	04 – 10	Formal Complaint	Nakajo

E. EMS Reconfiguration *[Discussion]*

Overview of Proposed EMS Reconfiguration

Glen Ortiz-Schuldt, Assistant Deputy Chief, EMS Chief, started with background information, including the goals of the merger in 1997: (1) rapid paramedic response to reduce response times; (2) assure adequate transport resources; and (3) capitalize on economies of scale in terms of infrastructure, training and administration. He reviewed the differences between an EMT (Emergency Medical Technician) and a Paramedic. He spoke of a critical study which had identified that 24-hour ambulance shifts for paramedics promoted fatigue and considered it to be an untenable work load.

Chief Ortiz-Schuldt explained that the (1) transition to ten-hour shift staffing; (2) short shift ambulances for peak period staffing; (3) transition to dynamic employment of ambulances; and, most importantly, (4) 42 paramedic engine companies, which can get to a patient or curbside in close to four minutes and thirty seconds, were the goals of the new configuration.

Chief Ortiz-Schuldt explained that the critical link in making the concept work was project management. The department envisions a project management structure headed by a project manager who would oversee a number of different functions: operations, logistics/ administration, human resources and training, with liaisons to ECD (Emergency Communications Department) and the EMSA Section. He further clarified the above functions.

Furthermore, there will be Oversight Committee of eight members reporting to the Fire Commission. The Committee would include members from the Emergency Physicians Association, the Hospital Council, the EMS Agency (Dr. Brown), Dr. Katz and representatives from the Health Commission, Local 798, Local 790 and a department-wide representative.

In closing, Chief Ortiz-Schuldt compared the current staffing of H3 Firefighter/Paramedics (243) and H1 Fire Rescue paramedics (20) to what type of staffing would be needed in the reconfiguration's various models.

Please note: A copy of the presentation is attached and is also available on the Fire Commission Website www.sfgov.org/firecomm as a supporting document of this meeting

Discussion ensued with Commissioners asking questions and Chief Ortiz-Schuldt and EMS staff responding.

Commissioner Goldman asked Chief Ortiz-Schuldt to briefly describe the system utilized by the Paramedic Division when it was with the Department of Public Health. Chief Ortiz-Schuldt stated that the dynamically deployed ambulances were staffed with two paramedics, using a combination of eight-, ten- and twelve-hour shifts and with 4 to 5 ambulances at night and 12 during the day. This led to an inability to meet response times. Commissioner Goldman noted that he had served as Medical Director of EMSA at that time and was the first person in City government to encourage and recommend the move of the Paramedic Division to the Fire Department. The reason being the dismal failure to meet response time standards and, also, a conflict of interest existed with the Medical Director, a county-wide position mandated by the state, being under the same executive's purview as the Paramedic Division.

Furthermore, Commissioner Goldman noted that the new configuration called for an increase to 60 ambulances and wished to know how this configuration was established.

Chief Ortiz-Schuldt responded at peak periods there would not be more than 24 ambulances on the street. He explained that there 62 was the number of platforms for paramedic delivery and included 42 engine companies. Further discussion ensued regarding response standards and interventions in the field.

Commissioner Conroy wished to know what the reaction of the members has been to the preferred model that has now emerged. Chief Ortiz-Schuldt responded that he has gone to great lengths to ensure that this model is introduced in a clear and precise way. He has gone to 18 or more fire stations on different shifts and plans to be at 20 more over the next weeks to introduce and discuss the concept. Chief Ortiz-Schuldt stated that the response from the field has been overwhelmingly positive. He believes that with clear direction and strong leadership, members in the field feel more and more confident that this can be accomplished. He added that the input from personnel organizations has been positive and they will partner with the Department in outreach to the communities.

Commissioner Nakajo thanked Chief Ortiz-Schuldt for the presentation and for the hard work that has gone into the plan. He voiced his concern regarding the hold the Department has placed on new H2s entering the Department since many in his community, especially women, wished to become firefighters. He appreciated the new direction the Department is taking and pledged his support to the Chief and the command staff in the endeavor.

Public Comment
Richard Stacks commended the administration for undertaking this effort since it will affect the future of the Department. He believed that it will take considerable time to implement and many issues will have to be faced. He suggested that both the Commission and the administration familiarize themselves with the state EMS law since a number of issues under discussion are clearly explained in the law. Mr. Stacks reiterated that the State does not set EMS standards nor the California State EMS Directors Association but the Local EMS agency.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

5. PUBLIC COMMENT

There was no public comment.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 9:15 p.m.

Tania Bauer
Secretary

San Francisco Fire Department

San Francisco Fire Commission
EMS Configuration Project Report
October 14, 2004
Chief of Department, Joanne Hayes-White

1

Goals of the merger

- Rapid paramedic response to reduce response times
- Assure adequate transport resources
- Capitalize on economies of scale:
  - Infrastructure
  - Training
  - Administration

2

A little background

Emergency Medical Technicians (EMT)

- 120 hours of training
- The ability to:
  - Provide basic trauma care
  - CPR and Defibrillate with AEDs
  - Basic patient assessment and history
  - Administer oxygen and oral glucose paste
- 24 hours of Continuing Education / 2 yrs

3

More background

Emergency Medical Technician – Paramedic

- 1200 hours of training
- The ability to:
  - Defibrillate / Pace slow heart rates / Cardiovert fast heart rates
  - Intubate / Cricothyroldotomies
  - IV lines and over 40 drug therapies including:
    - Cardiac arrest drugs
    - Asthma
    - Pain management
    - Anti-seizure meds
- 48 hours of Continuing Education / 2 yrs

4

Critical Findings of Study

- Transition off 24 hour ambulance shifts
  - Promotes fatigue / untenable work-loads
- Transition to 10 hr – "short shift" staffing
  - Allows for peak period staffing
- Transition to dynamically deployment
  - Allows for quick response / best possible coverage
- 42 Paramedic Engine Companies
  - Providing high level of service to all neighborhoods
  - Eliminating the "triple dispatch"

5

Critical Findings of Study

- Better job satisfaction for H3 FF/PMs
- Focusing on diversity in recruitment / retention
- Retaining ambulances for training / retention of PM skills
- Redeployment of H2 FF/EMTs and H3 FF/PMs from ambulance to suppression

6

What does that look like?

7

What we have now

- Nineteen ambulances quartered in Fire Stations– 24/7
  - Staffed with 1 FF/PM and 1 FF/EMT
- Two Dual H1 ambulances
  - 1 0600 – 1400 / 1 1400 - 0200
- 42 Engine Companies
  - 25 Paramedic Engine Companies
  - 17 Basic (EMT) Level Engine Companies

8

SFFD TODAY

25 Paramedic Engine Co.s / 17 EMT Level Engine Co.s

9

The Goal

- 42 ALS Engine Companies

AND

- 24 peak-period / 16 off-peak ambulances
  - Staffed w/ 1 SF PM & 1 SF EMT
  - All 10 hr / dynamically deployed ambulances

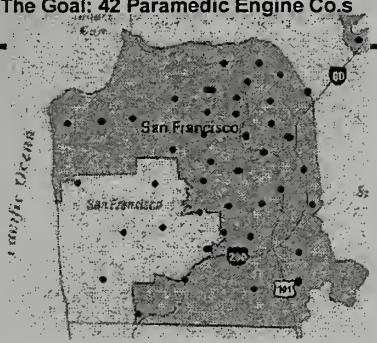
OR

- 20 peak-period / 14 off-peak ambulances
  - Staffed w/ 1 dedicated PM & dedicated EMT
  - All 10 hr / dynamically deployed ambulances
- 4 24 hour ambulances quartered in fire stations
  - Assess call volume / feasibility during transition

10

SFFD

The Goal: 42 Paramedic Engine Co.s



11

Why peak period staffing?

- Predictable and dramatic rises in call volume
  - Time of day / day of week
- Allows the Department to be responsive to requests for service

12

13

Why dynamic deployment?

- Real time redeployment of resources in response to call volume
- Constant "chess game"
- Requires aggressive fleet management at ECD
- Most efficient mechanism of resource utilization

14

How do get there and how long?

- Accelerate Hiring of Dedicated Paramedics **and** Dedicated EMTs
  - Defer hiring of H2 Firefighters
  - Match hiring to retirements
- Over 12-18 months transition our 24 hour units to 10 hour units
- Move FF/PM & FF/EMTs to suppression assignments

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Reinforcing our commitment to EMS

- Ads 160-200 dedicated EMS professionals to SFFD (overall increase of 29 FTEs)
- Creates 70 paramedic response platforms
  - 42 Engines/24 ambulances/4 Rescue Captains
  - 40% increase in paramedic units deployed
- Provides career opportunities for dedicated function paramedics and EMTs

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Proposed Timeline

1. Outreach & applications for Paramedics / EMTs – 1/05 (rolling applications)
2. Testing beings – 3/05
3. First class enters academy (2 x 33) – 5/05
   - Three / four week academy
4. Deployment of 1st SF ambulances – 6/05
5. Second class enters academy – 10/05
6. Final class enters academy – 4/06
7. Total deployment of system – 6/06

17

Critical Link-Project Management

18

Operations

19

Logistics / Administration

20

Human resources

21

Training

22

Liaison to ECD

23

Liaison from EMS Section

24

Oversight Committee

- Committee of eight members
- Reports to Fire Commission
- Members from:
  - Emergency Physicians Association

25

The numbers game -#1

Current staffing:

- 243 H3 Firefighter/paramedics
  - Nine (9) currently assigned to SFO
- 20 H1 Fire Rescue paramedics
  - 14 currently working

26

The numbers game -#2

What it takes for 42 / 20:

- 42 Paramedic Engine Co. – 189 H3 FTEs
  - 42 X 4.5*
- Ambulance staff is projected on 20 / 24 hour units – 200 (100 PMs / 100 EMTs)
  - 2 X 20 X 5**

* 48.7 hr. work week relief factor
** 40 hr. work week relief factor

27

The numbers game -#3

What it takes for 42 / 20:

- 42 Paramedic Engine Co. – 189 H3 FTEs
  - 42 X 4.5*
- Four 24 hour dual H3 Fire station ambulances – 36 FTEs
  - 2 X 4 X 4.5*
- Total 225 H3 FTEs
- Dynamic Ambulance staff projected on 16 / 24 hour units – 160 FTEs (80 PMs / 80 EMTs)
  - 2 X 16 X 5**

28

Why a cushion of H3s?

- Training
- Continue ongoing truck training
- Absorb attrition from promotional exams

29

FAQs

- "Will this be an entry level rank into the Fire Department?"
- "I'm in EMT or PM school now. Will I be able to apply?"
- "Is their opportunity to be a career paramedic or EMT?"
- "Are there promotional opportunities for these new ranks?"
- "Who will represent these new ranks?"

30

FAQs

- "Isn't there a need for additional infrastructure with this new ambulance corps?"
- "Can H3s and new paramedics / EMTs work together?"
- "Will these PMs and EMTs be second class citizens?"

31

Thanks for your attention and ongoing support

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SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing, Thursday, October 28, 2004 – 2:00 p.m.

698 Second Street, Room 102, San Francisco, CA 94107

Item
No

DOCUMENTS DEPT.

NOV 0 5 2004

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1. **On ROLL CALL,** the following were present

   Commissioner Paul Conroy, Hearing Officer

   Fred Sanchez, Deputy Chief, Operations

   Appearances
   For the San Francisco Fire Department
   Gina Roccanova, Deputy City Attorney, Counsel to the Fire Department

   For Battalion Chief Lee
   James Vannucchi, Director, San Francisco Firefighters Local 798
   Battalion Chief Alson Lee

   Also Present
   Tania Bauer, Commission Secretary
   Lisa Berkowitz, Deputy City Attorney

2. **PUBLIC COMMENT**

   There was no public comment

3. **SUSPENSION APPEAL HEARING**

   In accordance with Section 4001 of the Rules and Regulations, H40 Battalion Chief Alson Lee, Battalion 1, has appealed his two day suspension for the period September 25 and 26, 2004. Battalion Chief Lee was suspended for violation of the Rules and Regulations as follows:

   Section 3926 – Tardiness and Failure to Report

   A. Hearing

   This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

   Battalion Chief Lee wished a closed hearing.

   1. **Public Comment on all matters pertaining to Closed Session**

      There was no public comment.

2. **Vote on whether to hold closed session**

Commissioner Conroy approved the request. The hearing went into closed session at 2:15 PM.

Commissioner Conroy adjourned the Special Hearing while still in closed session. The Special Hearing was continued to a date which would be mutually agreeable to both counsel.

4. ADJOURNMENT

The Special Hearing was adjourned at 5:25 PM

Tania Bauer
Commission Secretary

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-28

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – October 28, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.
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1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Rosemarie Fernandez-Pifer
Commissioner Clem Clarke
Commissioner Douglas E. Goldman

Joanne M. Hayes-White - Chief of Department
Federico J. Sanchez - Deputy Chief, Operations

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly - Division of Airports
Glenn E. Ortiz-Schuldt - Division of Emergency Medical Services
Paul H. Chin - Division of Fire Prevention & Investigation

Chief Officers – Firefighting Services:

Arthur W. Kenney - Division 2
Lawrence C. Giovacchini - Division 3 (Acting)

2. **APPROVAL OF THE MINUTES** ***[Action]***

Regular Meeting of September 23, 2004, as amended.

Commissioner Goldman wished the minutes to be amended to include his question regarding the maximum level of preparation in Airport drills and Chief Casserly's response.

Commissioner Goldman moved and Commissioner Clarke seconded. There were no further questions or discussion and the minutes were approved as presented.

3. **CONSENT CALENDAR**

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, September 25 through October 8, 2004.

Appointment
Reporting the following PERMANENT appointment effective *AUGUST 9, 2004:*

H3 Firefighter/Paramedic

Lisa Holdcroft

Reporting the following PROVISIONAL appointments effective *OCTOBER 18, 2004:*

H2 Firefighter

David T. D'Amico (vice: Calvin Louie, retired)
Timothy L. Gutierrez (vice: James Weese, retired)
Daniel P. McCloskey (vice: James Quinones, retired)

Discipline
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H20 Lieutenant	Engine 15	6	11-12-04 11-13-04 11-15-04 11-16-04 11-18-04 11-19-04	Sec. 3915 (Proper Behavior) Sec. 3919 (Unacceptable Language) Sec. 1102 (Accountability) Sec. 2805 (Leadership)

Leaves
Reporting leave of absence with pay for Assistant Deputy Chief Thomas Siragusa, Division of Training, for seven days, October 29 through November 4, 2004, in order to attend the National Fire Academy's TRADE Conference in Emmitsburg, Maryland. Transportation, lodging and meals will be paid by the National Fire Academy. Assistant Deputy Chief Siragusa will not be replaced.

Reporting leave of absence with pay for Inspector Jeffrey Chin, Bureau of Fire Prevention, for five days, October 25 through October 29, 2004, in order to attend the Fire Prevention 2B class presented by the Emergency Industrial Council in San Carlos, California. Registration fee is included in the 2004-05 budget. Inspector Chin will not be replaced.

Reporting leave of absence with pay for Inspector Melissa Lerma, Bureau of Fire Prevention, for five days, October 11 through October 15, 2004, in order to attend the Fire Prevention 1C class presented by the Emergency Industrial Council in San Carlos, California. Registration fee is included in the 2004-05 budget. Inspector Lerma will not be replaced.

Reporting leaves of absence with pay for the time period from February 2004 through February 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	6281 Fire Safety Inspector	20
39	H2 Firefighter	1064

8	H3 Firefighter/Paramedic	295
1	H4 Inspector	7
1	H30 Captain	8
1	H51 Assistant Deputy Chief	25
	Total Number of Days with Pay	1419

Reporting intermittent leaves with pay for the time period from December 2003 through December 2005 for the following:

1	H2 Firefighter	Aug. 24, 2004 – Aug. 23, 2005
1	H2 Firefighter	Aug. 15, 2004 – Aug. 15, 2005
1	H2 Firefighter	Sep. 07, 2004 – Sep. 07, 2005
1	H2 Firefighter	Sep. 08, 2004 – Sep. 08, 2005
1	H2 Firefighter	Aug. 08, 2004 – Nov. 07, 2004
1	H2 Firefighter	Sep. 15, 2004 – Sep. 15, 2005
1	H2 Firefighter	Sep. 14, 2004 – Feb. 13, 2005
1	H2 Firefighter	Nov. 01, 2004 – Oct. 31, 2005
1	H2 Firefighter	Dec. 28, 2003 – Nov. 26, 2004
1	H2 Firefighter	Dec. 12, 2004 – Sep. 03, 2005
1	H2 Firefighter	Oct. 01, 2004 – Sep. 30, 2005
1	H2 Firefighter	Oct. 16, 2004 – Oct. 15, 2005
1	H2 Firefighter	Nov. 01, 2004 – Oct. 31, 2005
1	H2 Firefighter	Oct. 16, 2004 – Apr. 16, 2005
1	H2 Firefighter	Nov. 15, 2004 – Nov. 15, 2005
1	H2 Firefighter	Mar. 24, 2004 – Mar. 24, 2005
1	H3 Firefighter/Paramedic	Dec. 19, 2004 – Oct. 11, 2005
1	H3 Firefighter/Paramedic	Dec. 24, 2004 – Dec. 24, 2005
1	H20 Lieutenant	Sep. 01, 2004 – Sep. 01, 2005
1	H20 Lieutenant	Aug. 28, 2004 – Nov. 07, 2005
1	H20 Lieutenant	Oct. 07, 2004 – Oct. 06, 2005
1	H20 Lieutenant	Oct. 25, 2004 – Oct. 25, 2005
1	H30 Captain	Oct. 06, 2004 – Oct. 06, 2005

Reporting leaves of absence <u>without pay</u> for the time period from June 2004 through June 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
5	H2 Firefighter	386
1	H3 Firefighter/Paramedic	18
	Total number of Days w/o Pay	404

<u>Military Leaves</u>
Reporting approval of applications from three members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Digre, Michael Corporal	H2 FF	10-14-04 thru 10-17-04	4	US Marine Corps San Jose, CA	Attend Active Duty Training
Lucha, Roberto Staff Sgt.	H2 FF	11-15-04 thru 11-24-04	10	CA Army Nat'l Gd. SF Armory, CA	Attend Annual Training

Simon, Ramon SSG	H2 FF	11-06-04 thru 11-07-04	2	US Army Res. Dublin, CA	Attend Inactive Duty Training
		12-04-04 thru 12-05-04	2	US Army Res. Dublin, CA	Attend Inactive Duty Training

B. Accidents ***[Discussion]***

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 9	04-5-024	8/5/2004	597	A	File

Cause: Driving skill deficiency - While backing into parking space without spotters, Eng 9 struck a parked civilian vehicle

Engine 34	04-5-025	8/14/2004	589	A	File

Cause: Misjudged clearance - While making a left turn, Eng 34 struck a wooden post

Battalion 1	04-5-026	8/22/2004	912	B	Bill

Cause: While parked and unoccupied at an incident, Batt 1 was struck by a tour bus

Medic 38	04-5-027	8/24/2004	744	A	File

Cause: Driver inattention - While backing up with spotters posted, but in "blind spot," Medic 38 struck a stop sign

Engine 43	04-5-028	8/24/2004	539	C	File

Cause: Driver inattention - While driver was exiting cab, door of Eng 43 was struck by a passing truck

Truck 19	04-5-029	8/25/2004	617	A	File

Cause: Driving skill deficiency (driver and tiller) - During driver and tiller training in Stonestown parking lot, driver and tiller struck a parked civilian vehicle; spotters were posted

Truck 15	04-5-030	8/25/2004	622	A	File

Cause: Misjudged clearance (tiller) - While making a tight right turn, tiller of Trk 15 swung into a stopped civilian vehicle

Engine 5	04-5-031	8/26/2004	535	B	Bill

Cause: While parked at an incident, Eng 5 was struck by a civilian vehicle attempting to pass

Medic 41	04-5-032	8/27/2004	753	B	Bill

Cause: While responding with red lights and siren, and attempting to cross intersection against a red light, Medic 41 was struck by a civilian vehicle

Medic 12	04-5-033	8/30/2004	734	B	Bill

Cause: While responding with red lights and siren, civilian automobile pulled out in front of Medic 12

BFP	04-5-034	9/1/2004	278	B	File

Cause: Hit and run - While legally parked, BFP vehicle was struck by a civilian vehicle which left scene

Medic 14	04-5-035	9/5/2004	730	B	File

Cause: While parked at an incident, Medic 14 was struck by a black bus which left scene

Medic 36	04-5-036	9/7/2004	717	B	Bill

Cause: While responding with red lights and siren, and stopped to gain control of the intersection, Medic 36 was struck by a civilian vehicle which had jumped the light

Division 3	04-5-037	9/11/2004	916	C	File

Cause: Driver inattention - When the vehicle in front stopped quickly, driver of Div. 3 did not react in time and struck the vehicle

Medic 14	04-5-038	9/11/2004	730	A	File

Cause: Misjudged clearance - While driving on a narrow roadway through Golden Gate Park, Medic 14 struck and knocked over a parked motorcycle

Engine 34	04-5-039	9/11/2004	589	A	File

Cause: Driving skill deficiency - While exiting quarters, driver of Eng 34 turned too sharply and struck right side of fire station

Engine 1	04-5-040	9/11/2004	543	A	File

Cause: Driver inattention - While responding with red lights and siren and turning right, Eng 1 struck a stopped civilian vehicle

Truck 1	04-5-041	9/13/2004	633	A	File

Cause: Driver inattention (driver error) - While returning to quarters and travelling on Second Street, Trk 1 drifted to the right and struck the mirror of a parked civilian vehicle

Rescue 2	04-5-042	9/13/2004	586	A	File

Cause: Misjudged clearance - While returning to quarters and turning right, Res 2 struck a parked civilian vehicle

Truck 10	04-5-043	9/17/2004	613	B	File

Cause: While responding to a building alarm, Trk 10 stopped at an intersection and having gained control, proceeded and was struck by a civilian vehicle

AWSS	04-5-044	9/15/2004	997	A	File

Cause: Driver inattention - While in "stop and go" traffic, AWSS unit rolled into a stopped civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from October 8, 2004 through October 21, 2004.

1. From Janice Gloe, Fulton Playground Director, San Francisco Park and Recreation Department, thanking the Chief and staff for arranging a visit to Station 34 for the children in the summer latchkey program. Very special thanks to Lt. Stark, and Firefighters Briem, Swanson and Steele for making it a special day for the children – both educational and fun. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

2. From Melodie Parker, expressing her gratitude to Inspector Sandi Gates for her personal understanding of a difficult situation and Inspector Gates' intervention on her behalf. Copy: each Commissioner, Chief of Department and Fire Marshal.

3. From Sister Gloria, thanking the San Francisco Fire Department and the firefighters who visited her K-4 students and provided them with an excellent lesson on fire safety that the children greatly enjoyed. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

Commissioner Goldman moved and Commissioner Nakajo seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Retirement Certificates *[Discussion]*

Reported Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
Stationary Engineer Bruce H. Turmenne	Service	16	Jul. 01, 2004
Battalion Chief Roland D. Lee	Service	30	May 15, 2004
Captain Kenneth Cereghino	Service	30	Jun. 19, 2004
Lieutenant John A. Bettencourt	Service	30	Jun. 19, 2004

Chief Hayes-White asked the retired members to step forward individually. She congratulated them and presented them with the Retirement Certificate. She recalled highlights from their careers, their assignments over the years and their special contributions to the Department.

B. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Chief Hayes-White related that the Department had reported, in conjunction with ECD (Emergency Communications Department) and the Police Department, at SFStat. The Department is closely tracking response times and the effect of brownouts on them. She cited four response times that need adherence: (1) roll time and on scene time for fire-related calls as per NFPA 1710's threshold of five minutes; and for medical emergencies, (2) first defillibrator on scene within four and one half minutes; (3) first medic on scene within seven minutes; and (4) first transport unit on scene within ten minutes.

Chief Hayes-White explained that SFStat focuses on three areas: (1) levels of service provided, (2) budget and per cent of budget expended, and (3) Human Resources data. She lauded Captain Robert Kuzma for being able to provide a sophisticated report, with whose format Mayor Newsom was pleased, from an inexpensive program that he purchased. The Chief had nominated Captain Kuzma for the Municipal Fiscal Advisory Committee's Award for managerial excellence and he was selected as one of four prize winners.

Chief Hayes-White noted that Chief Ortiz-Schuldt presented the Department's reconfiguration of medical services to the Health Commission, which adopted it by a vote of 5 to 0. Furthermore, the EMS Division hosted a Town Hall meeting at headquarters regarding the EMS reconfiguration. She believed it to have been a productive meeting with good exchanges and good representation from all areas of the Department. Further meetings are planned.

Chief Hayes-White announced that this year the Department became involved early in planning for the Halloween event in the Castro, and meeting with Department of Parking and Traffic, the Sheriff's and Police Departments, as well as Supervisor Bevan Dufty and the Entertainment Commission. Last year 300,000 visitors came, and as many are expected this year. Volunteers have helped with many tasks, such as setting up barricades and posting three medic units, with no overtime expenses to the Department.

Chief Hayes-White apprised the Commission of a three alarm fire on California between 6th and 7th Avenues. The crews did an excellent and well coordinated job, with great laddering of the buildings and great ventilation work taking place. The Chief attributes the aggressive containment of the fire to the rigorous training everyone is undergoing; she is proud of the work of the members in the field. The Chief was reminded of a fire in the Sunset at which, as reported by the *Examiner*, a woman credits the Fire Department with saving her life.

In closing, Chief Hayes-White spoke of the 15-50-15 event commemorating the 1989 Loma Prieta earthquake, the 15 year anniversary of NERT, and the 15 year anniversary of the fireboat *Phoenix*. She acknowledged the efforts of Captain Pete Howes and Marine Engineer Dennis Kennedy in putting the event together.

Commissioner Goldman, in reference to SFStat, suggested that the month of the report be placed on the cover, pages numbered and color photocopies included of certain pages that indicate the longer response times. He encouraged the concept of Town Hall meetings and assumed that they were open to the public, which he believed would strengthen the discourse and value of these meetings. He suggested that the meetings be announced to the community well in advance.

Chief Hayes-White responded that SFStat was a work in progress and was being refined each month. She thanked Commissioner Goldman for his suggestions, which will be undertaken. She noted that many parts of the report are templates prepared by the Controller's Office or certain formats requested by the Mayor or DHR (Department of Human Resources) and need to be followed. Chief Ortiz-Schuldt added that the first Town Hall meeting had been specifically intended for members of the Department, was well attended, and was intended to open lines of communication and dispel speculation and rumors. He agreed with Commissioner Goldman that it would be an excellent idea to hold a Town Hall meeting for interested parties but the presentation needed to have a different emphasis. The next internal meeting was scheduled for December 1, 2004, 9:00 AM.

Commissioner Conroy wished to know what the makeup of the group of 60 to 80 people was who attended the Town Hall meeting. Chief Ortiz-Schuldt responded that enough interest was generated on this topic to cut across both Suppression and EMS, with primarily 50 H3s, some H2s, five to ten Rescue Captains, a couple of Lieutenants and some Captains attending. Representatives from Local 790, representing H1s, and Local 798 were also in attendance.

Commissioner Goldman had a further suggestion regarding SFStat, namely, the use of fewer acronyms. Chief Hayes-White responded that many times the Controller's Office had the last say on what template or words were used.

Commissioner Goldman noted that in regard to the budget the Department was expending considerably less than the fiscal year percentage. He asked if this was due to large budgetary items not being distributed evenly throughout the year or exemplary work by the Chief and her staff in holding expenditures down. Chief Hayes-White responded that it was reflective of a number of issues; for instance, a large contract of $400,000 for the wildfire

simulator was modified and the cost was greatly reduced. Working hours have been modified and overtime expenditures have been lowered in the Division of Training but primarily the under expenditure is due to contracts which have not been signed and entered into. She added that the Department is tracking budget expenditures much more closely and holding each division accountable for their expenditures.

Commissioner Conroy asked for clarification of some items in the SFStat report, especially regarding *reducing accidental street box alarms*. Chief Hayes-White responded that during budget times the question arises whether the boxes are needed on the street. She stated that the Department argues that even if the numbers is high for false alarms, the boxes are a universal symbol for help and can be used by anyone whether it is a structure fire, a medical emergency in the street or a motor vehicle accident. In order to conserve resources and not respond with multiple units to false alarms, the Department worked with DTIS (Department of Technology and Information Systems) to install anti-tamper devices. The devices were installed in 200 of the most frequently misused boxes and there was an immediate noticeable drop in false alarms.

Commissioner Conroy further inquired about response time by neighborhoods and battalion districts. Chief Hayes-White responded that the Department can track each battalion district by the type of call and the equivalent response by type. She noted that prior to this, the Department did not have the capability to do this type of tracking. Chief Hayes-White added that she and Chief Sanchez are very concerned about the brown-outs and have received complaints regarding them from the Battalion 6 area (Mission) and the Battalion 1 area (Chinatown & North Beach). She noted that even with significant brown-outs in those areas, response times are being met; she was more concerned about Battalion 8, 9, and 10 areas where response times were not being met.

Commissioner Fernandez-Pifer wished to know if the Department was given instructions on how to prepare the SFStat report, if there was a full written report with highlights and conclusions, and if minutes of the meetings were prepared. Chief Hayes-White responded that the instructions were given by the Controller's Office and that the report was a PowerPoint presentation, with her providing narration. The Chief believed that notes were being taken but may not be readily available to the public. She recommended that a session be attended since it would best explain the content and flow of the meetings and, to this end, she will provide a schedule of upcoming meetings. Commissioner Fernandez-Pifer understood the SFStat report to be a management tool for the Mayor and that it provides him with information about his departments regarding budgets and services areas, which he can then more readily adjust.

Commissioner Goldman wished to know if there were any discernable trends that the Chief had noted. Chief Hayes-White responded that there was not yet enough data collected to discern trends but that she was concerned about response times and the impact of brown-outs, and that the SFStat was a great tool for tracking month to month response times. Commissioner Goldman asked if there had been any untoward events that have occurred because of the brown-outs. Chief Hayes-White responded that this was being tracked by Operations and since the last meeting there had not been any. The previous period there had been an event, which had been incorrectly dispatched, and were the first responding unit had been browned-out. Fortunately, there were dramatic rescues and no lives were lost. The event was well documented as an example when operations were adversely impacted.

Public Comment

Gail Goldyne, co-chair with Marine Engineer Dennis Kennedy of the 15-50-15Committee, thanked Commissioners and Chief Hayes-White for their support of the event. The

committee plans to design and install a permanent monument in the Marina, to be dedicated on October 17, 2005, to commemorate the Loma Prieta earthquake. Ms. Goldyne presented a commemorative edition of *Frankie and the Phoenix* to the Commission for its library.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Report on Mayor's Budget Office's Request for further SFFD Budget Reductions – November 1, 2004, through June 30, 2006 ***[Discussion]***

Chief Hayes-White informed the Commission that the Mayor's Office had requested that a contingency plan be developed in the event that Propositions J and K, sales tax and business tax revenues on the November ballot, did not pass. The Mayor was very clear that if they should not pass, most departments, especially General Fund departments, would need to make further reductions in their budgets. The Department was told it would need to reduce its budget by $7.5 million over the next 18 months. The reduction is based on the per cent a Department draws from the General Fund. In reality, the Department's draw would be $15 million but credit was given to the Department for already making significant reductions over the past two fiscal years.

Chief Hayes-White reported to the Mayor that no further operational cuts could be made without jeopardizing the safety of citizens and firefighters. The contingency plan submitted to the Mayor that starting with July 1, 2005, the Department will continue to brown-out four engine companies for a saving of $4.9 million. In addition, the Department has started a pilot project of reducing peak period staffing on ambulances. The Department has reduced one ambulance since statistics have indicated that medical calls and transports drop off after 8:00 PM, except Thursday, Friday and Saturday. The personnel from the ambulance(s) will be moved to engine companies that were on a 12-hour brownout and bringing them to a full 24-hours without having to hire a 12-hour WDO (Work on Day off). If the pilot program proves successful and is initiated November 1, 2005 through June 30, 2006, it will save the Department $1.3 million.

Chief Hayes-White stated that the above contingency plan was submitted to the Mayor, even though she informed him that it would have a significant adverse operational impact. The total operational cuts submitted were $6,250,000 consisting of four engine company brown-outs and the ambulance plan. The additional $1.25 million would come from additional generation of revenues, principally from the Bureau of Fire Prevention through generation of false alarm fees and assessment of R-1 building inspections. Additionally, EMS revenues will be increased by $300,000 to $400,000 due to recent changes in Medicare. Furthermore, the Department is hoping to increase EMS billables and collections, only 50% at this time, due to changes in an upcoming contract.

Commissioner Goldman asked if the major cause of false alarms were street boxes. Chief Hayes-White asked Paul Chin, Assistant Deputy Chief and Fire Marshall, to respond. Chief Chin explained that the biggest source of false alarms came from businesses in high-rise buildings were alarm systems malfunctioned, smoke detectors going off in homes caused by cooking, and even steam in baths setting off smoke detectors. He noted that false alarms are tracked and after a certain limit is reached, the offending party is billed for the response. Chief Hayes-White added that the False Alarm Ordinance was meant for structures and not street boxes.

Commissioner Conroy understood that Chief Hayes-White told the Mayor that if the cuts enumerated in the contingency plan were implemented, it would significantly reduce the

operational ability of the Department and decrease public safety in San Francisco. She confirmed that she had emphatically stated this.

Commissioner Fernandez-Pifer wished to know how the additional cutbacks would impact the EMS reconfiguration, and if the Department had set aside money for reconfiguration purposes that would not otherwise go to another line item. Chief Hayes-White responded that the EMS reconfiguration was not part of the $7.5 million reduction, since the Department had budgeted for 96 H2 new hires of whom 46 will be graduating in November, 2004. The rest of the funds can be used in this fiscal year to start the reconfiguration.

Commissioner Fernandez-Pifer asked if a budget had been prepared for the EMS reconfiguration project. Chief Hayes-White responded that costs had been itemized and $4 million had been set aside in this fiscal year for the hiring employees. 46 H2s had been hired and the rest, approximately $2.5 million, had been set aside for the hiring in the categories of dedicated EMTs (Emergency Medical Technicians) and dedicated paramedics for the reconfiguration project. Chief Ortiz-Schuldt added that estimates had been prepared for start-up costs, and expenses have been calculated for purchase of monitors, drug boxes for ALS engine companies, and bio-med equipment.

Commissioner Goldman wished to know if the Department was under pressure to reduce costs by $7.5 million over the next 18 months, and where will the money come from for the EMS reconfiguration. Chief Hayes-White responded that the Department must hire in order to remain viable and to maintain staffing levels, since more than a hundred retirements are anticipated in this fiscal year. The next hiring round will be dedicated to the EMS reconfiguration.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

D. Formal Complaint *[Discussion]*

Submitted formal complaint against Firefighter/Paramedic Norman Rooker, dated October 8, 2004, for violation of the Rules and Regulations as follows:

Section 3921 – Inaptitude for Duty/Incompetence
Section 3956 – Safety Rules
G.O. 99 A-55 – Infection Control Policy for Blood Borne Pathogens (esp. Sec. 12 and 15)
G.O. 04 A-07 – Implementation of New Patient Care Report
SFFD Instruction for the November 2003 Revision of the Prehospital Care Report

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter/Paramedic Norman Rooker of the trial date as soon as one is set.

E. Meritorious Awards *[Action]*

Submitted for approval recommendations of Merit Advisory Board and Chief of Department for meritorious actions performed by Officers and Members of the Department, from August 2001 through April 2004:

Recipient	*Rank*	*Company*	*Date*	*Award*
Timothy J. Dudley	FF	Truck 17	08-14-01	Class B
Douglas Riba	C/A	Battalion 7	08-13-02	Class C
Wayne J. Wong	FF	Engine 14	08-13-02	Class C

Patrick Gardner	CAPT.	Engine 1	04-07-03	Class B
Vincent G. Wong	FF	Engine 28	04-07-03	Class C
William Chin	FF	Engine 28	04-07-03	Class C
Anthony R. Smerdel	LT	Rescue 1	04-07-03	Ltr. of Com.
Michael A. Cochrane	FF	Rescue 1	04-07-03	Ltr. of Com.
Bernard D. Gibson	LT	Engine 28	04-07-03	Unit Citation
Vincent G. Wong	FF	Engine 28	04-07-03	Unit Citation
William Chin	FF	Engine 28	04-07-03	Unit Citation
Robert A. Wong	FF	Engine 28	04-07-03	Unit Citation
Anthony W. Rivera	FF	Rescue 2	04-07-03	Class C
Walter T. Posey	FF	Stress Unit	04-22-03	Ltr. of Com.
John F. Hanley	LT	Truck 6	07-04-03	Ltr. of Com.
Daniel M. Garibaldi	FF	Engine 42	08-16-03	Ltr. of Com
Kenneth D. Smith	FF	Engine 5	12-31-03	Ltr. of Com
Glenn E. Kircher	FF	Truck 5	12-31-03	Ltr. of Com
Joseph M. Barbero	FF	Engine 24	01-29-04	Class C
John Melanephy	T/CAPT.	Engine 6	02-12-04	Unit Citation
Eugene E. Eden	FF	Engine 6	02-12-04	Unit Citation
Frank Cercos	FF	Engine 6	02-12-04	Unit Citation
James V. Ferrante	FF/PM	Engine 6	02-12-04	Unit Citation
Kevin T. Hickey	T/LT	Truck 6	02-12-04	Unit Citation
Stephen A. Hart	FF	Truck 6	02-12-04	Unit Citation
Jeffrey D. Babb	FF	Truck 6	02-12-04	Unit Citation
Robert S. Matiek	FF	Truck 6	02-12-04	Unit Citation
James B. Draper	FF	Truck 6	02-12-04	Unit Citation
Anthony R. Smerdel	LT	Rescue 2	02-12-04	Unit Citation
Stanley H. Lee	FF	Rescue 2	02-12-04	Unit Citation
Darius O. Luttrop	FF	Rescue 2	02-12-04	Unit Citation
Anthony J. Diricco	FF	Rescue 2	02-12-04	Unit Citation
Annette Hobrucker	FF/PM	Medic 5	02-12-04	Unit Citation
Gregory J. Browne	FF	Medic 5	02-12-04	Unit Citation
Beth M. Goudreau	FF/PM	Medic18	02-18-04	Class A
Jonathan T. Baxter	FF/PM	Medic18	02-18-04	Class A
Elizabeth M. Leahy	FF	Truck 18	02-18-04	Class A
Jason M. Woo	FF	Engine 18	02-18-04	Class A
Darryl J. Scobie	FF	Truck 14	03-11-04	Class B
Bradley L. Rey	T/LT	Truck 3	04-09-04	Class C
Anthony D. Martinez	FF	Rescue 1	04-10-04	Class C

Commissioner Fernandez-Pifer moved and Commissioner Goldman seconded. There were no questions or discussion and the meritorious awards were approved on recommendation of Merit Advisory Board and Chief of Department.

5. PUBLIC COMMENT

Kevin Smith, President, San Francisco Black Firefighters Association, noted that the 110th class, which will soon be graduating, has no longer any females in its ranks due to injuries or personal reasons. He noted that the applicant pool for females had been extremely low and he believes that it is due to the CPAT (Candidate Physical Ability Test) and, to this end, his organization has rescinded its endorsement of the program as being not conducive to bringing diversity into the Department.

Ken Smith, Station 5, stated that with the current brown-outs a firefighter's job on an engine has become more difficult. He believes that the skills challenged by the CPAT are necessary today more than ever. Firefighter Smith believes that the answer to greater diversity lies with mentoring and recruitment. He wished to know if, and how, the BFA was currently involved in recruitment, since it is far easier to always blame the Department instead of undertaking something themselves.

Chief Hayes-White wished to introduce John Paul Oxley from the United Kingdom, who came to the San Francisco Fire Department under the auspices of Make a Wish Foundation. John Paul has Cystic Fibrosis and Cerebral Palsy and it was his wish to visit San Francisco and the Fire Department. The Chief noted that everyone participated in John Paul's week-long visit from the Airport Division to the Mayor himself. John Paul rode on the apparatus, visited the training facility at Treasure Island, visited Station 1, Station 5 and Station 18, and went out on the fireboat. John Paul thanked Chief Hayes-White and the Commission for making his visit possible and reiterated that he had a wonderful time.

6. ADJOURNMENT

President Conroy adjourned the meeting in tribute to John Paul Oxley and his family from Great Britain.

There being no further business to come before the Commission, the meeting was adjourned at 8:40 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-30

MINUTES OF THE FIRE COMMISSION

Special Meeting – Tuesday – November 9, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.
DEC - 6 2004
SAN FRANCISCO
PUBLIC LIBRARY

1. ON ROLL CALL, the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo (Excused 7:40 p.m.)
Commissioner Rosemarie Fernandez-Pifer
Commissioner Clem Clarke
Commissioner Douglas E. Goldman

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	- Division of Airports
Paul H. Chin	- Division of Fire Prevention & Investigation
Thomas A. Siragusa	- Division of Training

Chief Officers – Firefighting Services:

Johnny R. Lo	- Division 2
James A. Barden	- Division 3

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of October 14, 2004.

Commissioner Clarke moved and Commissioner Goldman seconded.

The Commission wished various amendments to the minutes of the October 14, 2004, meeting. They were held over for approval at the next meeting.

5. PUBLIC COMMENT

President Conroy took public comment out of order to hear Kaaren Alvarado, who wished to speak on behalf of her daughter. Ms. Alvarado described an incident at which her two-year old granddaughter had almost drowned in a bath tub, and had been successfully rescued and revived by Paramedics John Baxter and Kim Chocker. She stated that her granddaughter Michaela, who accompanied her to the Commission meeting and was lively and well, owes her life to the two paramedics. Ms. Alvarado wished that they, and

Paramedic Captain George Dreaper who oversaw the incident, would be commended and fully recognized for their efforts.

President Conroy thanked Ms. Alvarado for coming to the Commission meeting, and bringing her granddaughter Michaela, to express her gratefulness to the Department and to the two paramedics for saving her granddaughter's life.

President Conroy suspended further public comment until the end of the meeting.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

Commissioner Fernandez-Pifer wished Item 3.B removed from the Consent Calendar.

A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning actívities performed during October 2004.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, October 9 through October 22, 2004.

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Braden, Jimmie T.	H40 Battalion Chief	Service	Oct. 09, 2004
Gallegos, Thomas M.	H30 Captain	Service	Oct. 13, 2004
Gargano, Christopher A.	H30 Captain	Service	Oct. 15, 2004
Koomas, Michael S.	H20 Lieutenant	Service	Oct. 17, 2004
Vargas, James R.	H20 Lieutenant	Service	Sep. 30, 2004
Marberry, John B.	H3 Firefighter/Paramedic	Ind. Dis.	May 07, 2004

(Retirement Certificates will be presented at Fire Commission meeting of February 24, 2005)

Discipline
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H50 Assistant Chief	Division 3	4	11-17-04 11-18-04 11-20-04 11-21-04	Sec. 906 (Response) Sec. 2002 (Prompt Performance of Duties) Sec. 2805 (Leadership) Sec. 3905 (Unfamiliarity with Rules)

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H20 Lieutenant	Engine 20	4	11-18-04 11-19-04	Sec. 2801 (Thorough Knowledge) Sec. 2802 (Enforcement of

			11-21-04	Rules, Regulations & Orders)
			11-22-04	Sec. 3905 (Unfamiliarity with Rules)
				Sec. 3954 (Exchanges of Tours of Duty)

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H3 FF/PM	Medic 13	4	12-03-04 12-04-04 12-06-04 12-07-04	Sec. 3905 (Unfamiliarity with Rules) Sec. 3921 (Inaptitude for Duty/ Incompetence) Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3956 (Safety Rules)

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Medic 13	8	11-29-04 11-30-04 12-03-04 12-04-04 12-06-04 12-07-04 12-09-04 12-10-04	Sec. 1406 (Company Drills) Sec. 3905 (Unfamiliarity with Rules) Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3923 (Disobedience) Sec. 3924 (Insubordination) Sec. 3935 (False Reports) Sec. 3937 (Drills and Instructions)

Resignation
Reporting resignation of the following:

H3 Firefighter/Paramedic Leif H. Juliussen, Jr., effective close of business October 29, 2004. (Resigned with satisfactory services. Approximate length of service – two years.)

Probationary H2 Firefighter Nancy E. Galvin-Herbert, effective close of business October 5, 2004. (Resigned with satisfactory services. Started work 08-02-04.)

Probationary H2 Firefighter Nicholas K. Helmer, effective close of business October 13, 2004. (Resigned with satisfactory services. Started work 08-02-04.)

Probationary H2 Firefighter Claudia B. Marshall-Dollinger, effective close of business October 13, 2004. (Resigned with satisfactory services. Started work 08-02-04.)

Commissioner Fernandez-Pifer moved and Commissioner Goldman seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Communications Received by Commission *[Discussion]*
(Removed from Consent Calendar)

The following communications have been received by the Commission from October 22, 2004 through November 3, 2004.

1. From Charles Dennis, Mother Goose School, thanking the Chief, her staff and the Alisa Ann Ruch Burn Foundation for an informative and thorough presentation. Copy: each Commissioner and Chief of Department.

2. From Russell Parker, thanking the Fire Department personnel for their quick action during his cardiac arrest at SFO and the concern that was shown for his wife during this crisis. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

3. From Gail Goldyne, Co-Chair, 15-50-15 Committee, thanking the Commission for their support of the Loma Prieta Commemorative Event and commending Chief Hayes-White for her enthusiastic support for this project. Copy: each Commissioner and Chief of Department.

Commissioner Fernandez-Pifer referred to two letters that were not listed but had been enclosed in the Commissioner's packet. She referred to a letter from the Black Firefighters Association (BFA). Commissioner Conroy explained that that particular letter was a copy of a letter that had been addressed to somebody else as the primary addressee, and only communications from the public addressed to the Commission were listed as *Communications Received by the Commission*.

Commissioner Fernandez-Pifer wished to know about another letter addressed to her that also did not appear on the list. The Secretary responded that it had come after the cut-off date and would appear in the next list of *Communications Received by the Commission*.

Commissioner Goldman moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Chief Hayes-White informed the Commission that the Mayor had requested that the Department take an additional cut of $7.5 million over the next 18 months because Propositions J and K did not pass, as she had reported at the last Commission meeting. She had responded to the Mayor that this would be nearly impossible since the Department had just cut $7.5 million from its operating budget for the current fiscal year by browning-out four engine companies, and that absorbing the further cuts could seriously imperil the safety of the workforce. Chief Hayes-White is also concerned that this would affect the Department's continued delivery of high quality services, and how it would impact the community. She noted that the Department is considering many approaches in attempting to resolve the shortfall, including deactivating ambulances, browning-out more engine companies, reducing battalion chiefs, rescue captains and looking for new and better ways to generate revenues. She added that the Department had received support from the community, which wanted no further cuts to Fire Department resources.

Chief Hayes-White announced and invited everyone to attend the graduation of the 109th probationary class consisting of 46 members who have successfully completed the program. She had just met with the 109th class and wished to acknowledge the hard work of Chief Siragusa, Director of Training, and his staff in developing an excellent but rigorous curriculum.

Furthermore, Chief Hayes-White pointed out the need for making further acting assignments since promotional exams have not been held, even though she considers it a top priority for

the Administration. She believes that with 46 new probationary members going to fire stations, it is important to have Acting Lieutenants and Captains to ensure the quality of their probationary experience and evaluation. To this end, she had announced the appointment of six Battalion Chiefs, six Captains and 44 Lieutenants.

In closing, Chief Hayes-White related that she had attended a press conference announcing the renovation and activation of the city's siren system, which used to go off every Tuesday at noon but had fallen over the years into disrepair. In 1940, approximately 50 sirens were located strategically throughout the city but only 18 were currently operational. The new siren system will have flexibility to target certain areas and will have voice-over capability so that the Mayor, or his designee, can provide guidance in emergency situations. The project is funded with $2.1 million of Homeland Security funds and the Department is participating in this effort in conjunction with the Police Department, Office of Emergency Services (OES), Emergency Communications Department (ECD) and the Department of Telecommunications Services and Information Services(DTIS).

Discussion ensued with Commissioners asking questions and Chief Hayes-White responding.

Commissioner Goldman wished clarification of the Commission's role in the budget approval process, and as it relates to the Mayor's $7.5 million budget reduction request.

Margaret Baumgartner, Deputy City Attorney and Counsel to the Fire Department, explained that the Department presents the annual budget to the Fire Commission for approval prior to forwarding it to the Mayor's Office, which subsequently is forwarded to the Board of Supervisors with the Mayor's amendments. In terms of mid-year reductions, the Mayor can suggest cuts to the Department that can go forward to the Board of Supervisors with no requirement that the Commission approve the budgetary reductions.

Furthermore, Commissioner Goldman wished to know at what point, with engine and ambulance brown-outs increasing, are brown-outs more beneficial than station closings. He asked if there were parameters or objective definitions by which it could be calculated that there was a greater risk through brown-outs than station closures. Chief Hayes-White responded that she believes by browning-out an engine company in a multi-unit station, facility closures can be avoided. She did not believe that shutting a station from a fiscal perspective would yield great savings since the costs reside with manpower allocations and not facilities, yet the outcry would be great from the citizens in that particular area.

Commissioner Clarke wished clarification of an incident that she observed, which appeared as a false alarm to her, but had a great number of apparatus at the scene. Chief Hayes-White asked Assistant Chief Lo, who had been the incident commander, to respond. Chief Lo stated that there was a report of smoke in a high rise building, on two different floors, and the Department was obligated by protocol to complete a search through all the floors and, therefore, due to the reported smoke, the incident could not be classified as a false alarm.

Commissioner Goldman was concerned about the budget reductions and as they relate to the EMS reconfiguration, specifically, where the funds will come from to proceed with it. He referred to Commissioner Fernandez-Pifer's request for budgetary information and that some of the questions had not been answered and the format was not clear.

Commissioner Fernandez-Pifer declared that she had requested the budgetary information and it was amassed and presented but on separate pieces of paper and not consolidated. She wished to have a single document listing the costs and the sources of funds.

Chief Hayes-White responded that the Department had the funds to proceed since it had budgeted for much needed new hires. There are also training funds that had been placed on reserve by the Board of Supervisors but they could also be released.

Commissioner Conroy added that it would be helpful to have a single document which delineated the budget for the reconfiguration, if and how it impacted the current budget, if it would cost more or less, and differentiate start-up versus on-going expenses.

Commissioner Clarke declared that she had full confidence in the Chief and her command staff in being able to handle the budgetary requirements of the reconfiguration. She commended their work, especially in the light of recent budget reductions.

Commissioner Goldman pointed out that at this time the Commission had neither approved nor rejected the proposed reconfiguration. He asked the Deputy City Attorney whether there was a written opinion on this issue. Ms. Baumgartner responded that she had not been asked for an opinion on this matter.

Commissioner Conroy stated that the Commission is a board of inquiry that also sets policy; if the Commission is not satisfied with a particular policy that the Department is pursuing, it can intervene and set the Administration on a different policy course. When the Administration is pursuing a course that is satisfactory to the Commission, it should not be necessary to confirm it. Discussion ensued on the role and powers of the Commission.

Commissioner Goldman declared that nothing had been presented to the Commission on the Bronson Act, what it was and how it applied to the EMS reconfiguration. The Act has bidding provisions that would be triggered by any changes in EMS in the community. He had heard that it would not be enacted with this reconfiguration. Ms. Baumgartner responded that there was no written opinion on that particular issue with this particular reconfiguration. She stated that she will look further into it.

Commissioner Conroy stated that by now the Commission had had a number of presentations and discussions on the EMS reconfiguration and many but not all questions have been answered. He would like to move forward and put it on the agenda for approval. Commissioner Conroy was supportive of the Chief and her staff in this effort and hoped that the other Commissioners will join in. He believes that the reconfiguration will provide a much more efficient EMS service to the citizens of the city.

In closing, Commissioner Conroy wished to extend his fullest support to Chief Hayes-White, stating that he shares her strong concern regarding the budget and the Mayor's request for an additional $7.5 million reduction. Commissioner Conroy recounted the significant reductions to the Department's resources over the past three years, including the closing of Division 1, the reduction in the number of battalions, and the elimination of many Incident Support Specialists.

He believes that with these reductions, and with the current engine brown-outs, the Department is no longer able to provide the most efficient and best service to the citizens of San Francisco. Commissioner Conroy expressed his admiration for the fact that the Department has been able to continue, so far, in the face of these reductions. He stated that these recently cut resources should be restored to the Department, rather than making further cuts. He expressed grave concern at the serious risk being undertaken by browning out engine companies. Commissioner Conroy expressed his view that if the matter were put

to a vote of the people of San Francisco, they would likely vote that no further cuts be made and that the resources already cut be restored.

Report from Suppression
Fred Sanchez, Assistant Deputy Chief, Operations, reported that there had been two greater alarms and 27 working fires from October 14 through November 9, 2004. The greater alarm occurred at 259 7th Street, a Ramada Inn, with 24 units and 72 firefighters responding. There were no civilian injuries and a limited amount of firefighter injuries, none serious. The other greater alarm occurred at 4451 California, between 6th and 7th Avenue. A third alarm was called with 40 units and 111 firefighters on the scene. There were five people displaced, and one firefighter and two civilians sustained injuries. Chief Sanchez commended everyone in the field for their excellent work in the field, especially the laddering.

In closing, Chief Sanchez informed the Commission that the Department is closely monitoring the ambulance trial brownouts. He used the example of Medic 38 being browned out from 8:00 PM to 8:00 AM. In their first response area that day, there were two code three calls. The response time for the first unit was three minutes and 16 seconds and for the second unit six minutes and two seconds, both well within the Department's mandated response times.

Report from EMS
James Fazackerly, EMS Section Chief, reported that the Department is meeting all county-mandated response times except for the First Defibrillator" on scene on a city-wide level. This means that in nine of ten incidents (90th percentile) the first responding unit had to be there in four minutes and 20 seconds. On an Emergency District (ERD) level, the Department has not been meeting "First Transport" response in battalion districts 7, 8, 9, and 10, which is ten minutes. Ambulances have been arriving with 30 seconds to one-minute delays in those areas. He noted that six Unusual Occurrences (UO) had been filed during October, none of an important clinical nature. Sixteen UOs had been closed during the month.

Chief Fazackerly declared that the Homeless Outreach Project, in which the EMS Division is participating, has succeeded in securing conservatorships for two individuals that were the highest 911 system users. Captain Niels Tangerherlini and the Department of Social Services are working closely on this project. At this time, there are no available statistics for the McMillan Center program.

Furthermore, EMS officers are working with Chief Massetani on enhancing billing and revenue production of ambulance services. The billing contract will be ending with the current provider and a number of options are being pursued for new billing solutions. He was pleased to report that the Department will realize a one-time revenue gain of $500,000 due to recent pay increases from Medicare for the FY years 2002, 2003 and 2004.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Matching Funds Grant – CNCS *[Action]*

Requesting approval to accept and expend a grant in the amount of $110,569 from the Corporation for National and Community Service (CNCS) to recruit, deliver Neighborhood Emergency Response Team (NERT) training and to develop leadership in San Francisco residents ages 55 and older. The grant is for the period September 30, 2004, through September 29, 2005. The San Francisco Fire Department agrees to provide matching funds in the amount of $54,770.

September 29, 2005. The San Francisco Fire Department agrees to provide matching funds in the amount of $54,770.

Thomas Siragusa, Assistant Deputy Chief, Director of Training, explained that Lieutenant Arteseros, the Neighborhood Emergency Response Team Lieutenant, had applied for the grant to the Corporation for National and Community Service, which is a private concern and dispenses federal funding for such grants. The grant is a special volunteer program under the Homeland Security Initiative to provide training to elders 55 and older and to sustain Neighborhood Emergency Response Team training. The matching funds, in the amount of $54,770, are in-kind funds that do not require additional funding since they already are part of the spending plan for the Neighborhood Emergency Response Team (NERT).

Commissioner Clarke moved and Commissioner Goldman seconded. There were no questions or discussion and the grant was approved on recommendation of Chief of Department.

5. PUBLIC COMMENT

John Hanley, President, San Francisco Firefighters Local 798, asked that the Commission petition their appointing officer, namely Mayor Gavin Newsom, to halt the $7.5 million reduction in the Fire Department's budget. He believed that the safety of the men and women of Local 798 will be severely jeopardized if these cuts are allowed. Mr. Hanley pointed out that the NFPA standard of "two in and two out" will be compromised if the cuts go into effect. Firefighters will not be able to go into a burning building and make a rescue unless two additional firefighters are standing by because there will not be enough manpower.

Furthermore, Mr. Hanley suggested that the Department review the budget in regard to the 35 Department members that are currently detailed to ECD (Emergency Communications Department) since he believes that there is no reimbursement received for them. He knows of no other City department that is not reimbursed for such exchanges. In addition, he pointed out that there is also no reimbursement from Treasure Island for providing fire and emergency services.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:10 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

= Minutes

FIRE COMMISSION SPECIAL HEARING

Tuesday, November 23, 2004 – 5:00 PM

698 Second Street, Room 102 ▪ San Francisco ▪ California ▪ 94107

Item
No

1. ROLL CALL

President	Paul Conroy
Vice President	Stephen Nakajo
Commissioner	Rosemarie Fernández-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman
Deputy Chief, Administration	Gary Massetani

Commissioner Nakajo was excused due to vacation

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Appearances
For the San Francisco Fire Department
Gina Roccanova, Deputy City Attorney
Gary Massetani, Deputy Chief, Administration

For Firefighter William Korbus
Joseph Moriarty, Counsel, Vice President, San Francisco Firefighters, Local 798
Firefighter William Ang

Also Present
Marie Blits, Deputy City Attorney, Counsel to the Fire Commission
Tania Bauer, Commission Secretary

2. PUBLIC COMMENT

There was no public comment

3. FORMAL HEARING ON A FORMAL COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST WILLIAM ANG, INCLUDING POSSIBLE COMMISSION DELIBERATIONS

Formal hearing concerning the formal complaint filed by Joanne Hayes-White, Chief of Department, against Firefighter William Ang, dated September 22, 2004, for violation of the Rules and Regulations as follows:

Section 3912 – Intoxicants/Drugs

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

Firefighter Ang requested a closed session.

1. Public Comment on all matters pertaining to Closed Session

There was no public comment on the closed session

2. Vote on whether to hold a Closed Session

Commissioner Fernandez-Pifer moved for a closed session and Commissioner Goldman seconded. The motion was unanimously approved.

The Commission went into closed session 5:10 PM.

3. A. Commission Deliberations

The Commission went into Deliberation at 6:10 PM

1. Reconvene in Open Session

The Commission reconvened in open session at 6:40 PM

a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).

Commissioner Goldman moved to report on action taken in closed session and Commissioner Clarke seconded. The motion was unanimously approved.

Commissioner Conroy reported that the parties agree that the department has sufficient evidence to support a charge that Firefighter Ang violated San Francisco Fire Department Rule and Regulation No. 3912 that provides that members shall not report to duty and to places of assignment under the influence of any intoxicating liquor, drug, substance or compound. Firefighter Ang knowingly and voluntarily pleads guilty to the charge of violation of Section 3912, and the Commission, in accepting the agreement, also finds Firefighter Ang guilty of violating that section.

The commission terminated Firefighter Ang as part of this agreement but holds the termination in abeyance for three years on the following conditions:

The Commission imposed a 60-day suspension and a fine of thirty-days' pay, calculated to the rounded figure of $6,000. Firefighter Ang is to undergo an extensive treatment program that will last one year. If random testing, which is provided for in this agreement, finds use of a non-prescribed controlled substance, Firefighter Ang is subject to termination. Firefighter Ang agreed that he shall not serve in an acting officer or incident support specialist position for a period of one year.

Upon firefighter Ang's return to full duty, he agreed that he will accept an assignment to a station chosen by the Chief of Department in her own discretion. He also agreed that for a period of one year he will not operate any Department vehicle or apparatus; and, if the Department charges Firefighter Ang with a violation of any other rule or regulation, and the Commission finds Firefighter Ang guilty of another violation, the Commission may revoke the agreement and terminate his employment with the Fire Department.

Firefighter Ang agreed that if the Commission found that Firefighter Ang failed to comply with any of the terms of the agreement set forth above, the Commission will revoke this agreement and terminate his employment without further process.

Commissioner Conroy stated that this was the decision reached by the Commission in approving the agreement

b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).

Commissioner Fernandez-Pifer moved not to disclose any discussions held during the closed session and Clarke seconded. The motion was unanimously approved.

4. ADJOURNMENT

There being no further business before the Commission, the Special Hearing was adjourned at 6:50 PM.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-32

MINUTES OF THE FIRE COMMISSION

Special Meeting – Tuesday – November 23, 2004 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

President Paul A. Conroy
Commissioner Rosemarie Fernandez-Pifer
Commissioner Clem Clarke
Commissioner Douglas E. Goldman

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Vice President Stephen A. Nakajo was excused for vacation.

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations
Gary P. Massetani	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	- Division of Airports
Glenn E. Ortiz-Schuldt	- Division of Emergency Medical Services
Paul H. Chin	- Division of Fire Prevention & Investigation
Lorrie A. Kalos	- Division of Support Services
Thomas A. Siragusa	- Division of Training

Chief Officers – Firefighting Services:

Johnny R. Lo	- Division 2
John J. Lee	- Division 3 (Acting)

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meetings of October 14, 2004 (amended), and October 28, 2004.

Commissioner Goldman wished various amendments to be made to the Minutes of the October 28, 2004 meeting. The Minutes of the October 14th meeting were illegible in places due to copying problems. Both sets of Minutes were held over for approval at the next meeting.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, October 23 through November 5, 2004.

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Sullivan, Daniel A.	H51 Assistant Deputy Chief	Service	Jul. 17, 2004
Pruyn, Roger A.	H30 Captain	Service	Jul. 03, 2004
Hayes, Melvin J.	H20 Lieutenant	Service	Oct. 27, 2004
Johnson, Luther G.	H20 Lieutenant	Service	Jul. 14, 2004
McDill, Robert G.	H20 Lieutenant	Service	Jul. 15, 2004
Dudley, Timothy J.	H2 Firefighter	Ind. Dis.	May 25, 2004

(Retirement Certificates will be presented at Fire Commission meeting of February 24, 2005)

Discipline
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Truck 14	6	11-15-04 11-16-04 11-19-04 11-20-04 11-22-04 11-23-04	Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3923 (Disobedience) Sec. 3905 (Unfamiliarity with Rules) G.O. 02 A-37 (EEO Policy and Complaint Procedure)

Leaves
Reporting leaves of absence with pay for the following:

Lieutenant Joseph Driscoll, Division of Training, for five days, November 29 through December 3, 2004, in order to attend *Fire Instructor 2B Course* in Vacaville, California. All expenses will be paid by Lieutenant Driscoll. He will not be replaced.

Investigator Angela Freeman, Bureau of Fire Investigation, for three days, December 8 through December 10, 2004, in order to attend *Advanced Fire Origin & Cause Training Seminar* presented by the Public Agency Training Council in Las Vegas, Nevada. The costs associated with this class are included in the 2004-05 budget. Investigator Freeman will be replaced by the Day Investigator during her absence.

Inspector Jeffrey Chin, Bureau of Fire Prevention, for five days, November 15 through November 19, 2004, in order to attend *Fire Prevention 3A* training class presented by the Emergency Industrial Council in San Carlos, California. Registration fee is included in the 2004-05 budget. Inspector Chin will not be replaced.

Inspector Donald Field, Bureau of Fire Prevention, for three days, November 2 through November 4, 2004, in order to attend *Advanced Fire Alarm Seminar* presented by the California Automatic Fire Alarm Association in San Leandro, California. Inspector Field will pay for the cost of the class. He will not be replaced.

Reporting leaves of absence with pay for the time period from August 2004 through December 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
17	H2 Firefighter	572
1	H3 Firefighter/Paramedic	6
1	H30 Captain	32
	Total Number of Days with Pay	610

Reporting intermittent leaves with pay for the time period from September 2004 through December 2005 for the following:

1	H2 Firefighter	Oct. 01, 2004 – Oct. 01, 2005
1	H2 Firefighter	Oct. 25, 2004 – Aug. 02, 2005
1	H2 Firefighter	Oct. 08, 2004 – Oct. 07, 2005
1	H2 Firefighter	Nov. 02, 2004 – Nov. 01, 2005
1	H2 Firefighter	Nov. 01, 2004 – Dec. 13, 2004
1	H2 Firefighter	Oct. 30, 2004 – Oct. 29, 2005
1	H3 Firefighter/Paramedic	Nov. 14, 2004 – Jun. 15, 2005
1	H3 Firefighter/Paramedic	Oct. 25, 2004 – Nov. 25, 2004
1	H3 Firefighter/Paramedic	Dec. 15, 2004 – Dec. 14, 2005
1	H3 Firefighter/Paramedic	Sep. 14, 2004 – Sep. 13, 2005
1	H10 Incident Support Specialist	Nov. 01, 2004 – Oct. 31, 2005
1	H33 Paramedic Captain	Oct. 29, 2004 – Oct. 28, 2005

Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Lucha, Roberto SSG	H2 FF	11-07-04	1	CA Army Nat'l Gd. SF Armory, CA	Attend Active Duty Training

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 1	04-5-045	9/17/2004	633	C	File

Cause: Misjudged clearance (tiller) - While turning right, Trk 1 struck side view mirror of a civilian vehicle

Medic 8	04-5-046	9/18/2004	740	A	File

Cause: Driving skill deficiency - While backing into driveway at BOE, driver of Medic 8 struck telephone pole

Medic 5	04-5-047	9/21/2004	747	B	Bill

Cause: While responding with red lights and siren, Medic 5 gained control of intersection and was struck by a civilian vehicle which failed to yield

Medic 1	04-5-048	9/22/2004	749	B	File

Cause: While driving side by side with civilian vehicle, Medic 1 either struck the vehicle or the civilian vehicle struck Medic 1; fault "undetermined" by police

Medic 14	04-5-049	9/27/2004	730	B	File

Cause: While parked at UC Hospital unattended, Medic 14 was struck by another vehicle which left scene

Truck 19	04-5-050	9/27/2004	612	B	File

Cause: While attempting to avoid a bicyclist, tiller of Trk 19 swerved and struck concrete garbage can

Ambulance 91	04-5-051	9/28/2004	725	B	File

Cause: While maneuvering in heavy traffic, Amb 91 was struck by a civilian vehicle

Engine 7	04-5-052	9/29/2004	0	A	File

Cause: Misjudged clearance - While maneuvering through traffic, Eng 7 struck the mirror of a parked civilian vehicle

Truck 2	04-5-053	9/29/2004	619	A	File

Cause: Driving skill deficiency (tiller) - While exiting station with red lights and siren, Trk 2 tiller section struck the door opening

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from November 4, through November 17, 2004:

1. From Deborah Kwik, Walking member of Washington/Alaska Chapter, thanking the officers and paramedics who assisted participants and made the course safe during the Nike 26.2 Marathon on October 24, 2004. Copy: each Commissioner and Chief of Department.

2. From Susan Roffman, Principal, St. Vincent's Elementary, commending Dennis O'Neill for his volunteer activities at the school, especially his lectures in the classroom on fire safety, volunteering as a school nurse, and helping coordinate hazmat disposal from the school. Copy: each Commissioner and Chief of Department.

3. From Rachel Pittman, concerning discriminatory treatment of women in the current Fire Academy class and requesting that women be treated fairly and provided the same opportunities as men in the Fire Academy. Copy: each Commissioner, Chief of Department and Director of Training.

4. From Timothy Stokes, Commander, Chicago Fire Department, enquiring if the San Francisco Fire Department had physical agility testing for current employees. Copy: each Commissioner, Chief of Department and Director of Training.

In reference to the Disability Report, Commissioner Goldman wished that there would be some explanation or diagnosis provided by individuals why they are on disability. Chief Hayes-White responded that most information is confidential as it relates to an individual's disability. Commissioner Goldman suggested that perhaps, in a general way, an indication could be given that indicates what the problem is without naming the disability specifically.

Public Comment
Frank Kelly, Secretary, Firefighters Local 798, declared that the HIPPA statutes prohibit disclosure of an individual's injuries and the reason for disability. He assumed that this was common knowledge to the Commission.

Commissioner Goldman moved and Commissioner Clarke seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Retirement Certificates *[Discussion]*

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
Captain Timothy D. Fewell	Service	30	Jun. 29, 2004
Firefighter Thomas J. Griffin	Service	26	Jul. 01, 2004

Chief Hayes-White praised Captain Fewell for being a trailblazer, since after 25 years as a firefighter, he entered the H3 cross training program and became a paramedic in 1999, and then was appointed an H33 Paramedic Rescue Captain in 2002. Captain Fewell was always well respected, serious about his job and very professional in carrying out his responsibilities.

Chief Hayes-White presented the Certificate to Firefighter Griffin who entered the Fire Department in 1978. She noted that it had always been a pleasure to work with him at Station 18. Firefighter Griffin retired from the Jones Street Tank.

B. Letter of Commendation *[Discussion]*

Presentation of Letter of Commendation to James S. Sanabria, Engineer Support, LRV Fleet Maintenance, Municipal Railway, for his actions at Ocean and Miramar at the scene of a Light Rail Vehicle (LRV) accident on October 13, 2004.

Prior to awarding the Commendation, Chief Hayes-White wished to inform the Commission about an incident that occurred on October 13th. On that day, a MUNI LRV (Light Rail Vehicle) had run over a woman trying to cross the street and pinned her under the carriage. The Fire Department had numerous units at the scene but it was a very difficult incident. Mr. Sanabria, an off-duty MUNI employee, got out of his car and very ably assisted in the rescue operation of the young female victim, who is now doing well. The Chief expressed to Mr. Sanabria the gratitude of the young woman's family as well as that of the Department.

C. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Chief Hayes-White provided an update on the budget. She and Gary Massetani, Deputy Chief, Administration have been working closely with Ben Rosenfeld, Mayor's Budget Director, and Steve Kawa, Chief of Staff, on the $7.5 million budget reduction. At this time, no final decisions have been made. She stated that the three areas under discussion are: (1) continuation of the unit brown-outs at no more than four 24-hour brown-outs per day for the 18 month period from January 1, 2005 through June 30, 2006; (2) streamlining Administration by returning personnel to the field that were in non-budgeted positions or placing them in light duty; and (3) increasing generation of revenues from the Bureau of Fire Prevention and Emergency Medical Services.

Chief Hayes-White stated that work continues on the EMS reconfiguration. She distributed a document that responds to Commissioner Fernandez-Pifer's request for a detailed explanation of funding and costs associated with the overall EMS Reconfiguration.

Chief Hayes-White reported that the Department had appeared before the Mayor and his staff for SFStat. There were questions regarding the funding the Department is receiving from the UASI (Urban Area Security Initiative) grant and its distribution. The Department is using the funding for planning, training, and exercises.

Furthermore, the Department is in the process of purchasing SAS, a business modeling statistical analysis software program, for approximately $150,000 with Homeland Security funds. The software program should assist the Department in better analyzing data as it relates to deployment of resources, particularly during these difficult fiscal times.

Chief Hayes-White wished to apprise the Commission of two incidents. The first incident, a second alarm fire, was at 155 Jackson. The first arriving engine officer made a critical initial decision by recognizing that the electrical service should be de-energized before any firefighting operations could take place. By de-energizing the incident, the quick decision potentially saved some of the occupant's lives since it was a 28-story residential high-rise, and kept property damage to a minimum. She noted that the crews did an outstanding job and she commended them for their professionalism. The second incident was a tragic event which encompassed a single vehicle roll-over on November 13th on the Ocean Avenue off ramp, with three fatalities and nine transports since there were eleven people in the car. The crews did an incredible job, under very difficult circumstances, and she wished to acknowledge them for their work.

Chief Hayes-White announced the following events: (1) on December 10, 2004, there will be a press conference at the Powell Street MUNI Station announcing the expansion of the PAD (Public Access Defibrillation) Program. Two external automatic defibrillators will be placed in the station and MUNI personnel has been trained; (2) on November 30, 2004, there will be a press conference at Fort Mason, with NERT (Neighborhood Emergency Response Team) accepting a $100,000 grant from Fireman's Fund for training members of the senior community; and (3) on December 9, 2004, in conjunction with the Commission meeting, there will be a promotional ceremony for the Chief's command staff, followed by a Meritorious Awards ceremony.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding. Commissioner Goldman wished to know if SAS, the new software being purchased, is for managing financial resources or equipment and personnel resources, and if there are other City departments using it. Chief Hayes-White responded that it was primarily for tracking equipment and personnel resources and that the Department of Telecommunications and Information Services is using it, in addition to fire departments in San Diego and the City of Los Angeles. Commissioner Goldman had further questions regarding the cost of the software and who was involved in the decision to purchase it. The Chief responded that SAS cost $150,000 whereby a similar product, SIRENS, was $318,000. Commissioner Goldman stated that Dr. Scott Campbell had done a considerable amount of research, in a volunteer capacity, in this area but had not been included in the decision making process.

Commissioner Goldman noted that at the last meeting he had requested material related to the EMS Reconfiguration and the Bronson Act and was under the impression that it would be provided to the Commission. He asked if the Commission could receive a copy of the Act and a short summary of it. In addition, Commissioner Fernadez-Pifer had requested a clarification of roles and responsibilities with respect to the merger and information on how this Commission should interact with the Health Commission.

Margaret Baumgartner, Deputy City Attorney, responded that she had not assumed that the Commission wished a written opinion on the Bronson Act and, unfortunately, the City Attorney's files related to the merger had been purged and she has been unable to locate anything specific on the matter. Ms. Baumgartner responded that she will do a further review and provide the requested material to the Commission.

Commissioner Goldman, as well as Commissioner Fernandez-Pifer, had requested material on the Commission's role in the budget process. Ms. Baumgartner responded that she had forwarded two public opinions, one regarding Commissions in general and the other for the Commission on the Status of Women.

Commissioner Fernandez-Pifer believed that those opinions answered general questions about the budget process and submission of the budget to the Mayor. What she wished to know was whether the Commission approves the current $7.5 million budget reduction, regardless of what negotiated process is used between the Chief and her staff and Mayor's Budget Office. Once agreement is reached where the cuts are coming from, does the provision in the Charter require the Chief to submit it to the Commission for review and approval before it is put forward to the Mayor and by him to the Board of Supervisors. Commissioner Fernandez-Pifer wished Ms. Baumgartner to review the matter and to provide a written opinion since there were differing opinions on this matter.

Report from Administration

Gary Massetani, Deputy Chief, Administration, stated that discussions are continuing with the Mayor's Budget Director over the Department's spending plan for the remaining FY 2004-05, in addition to the requested reduction of $7.5 million over 18 months. There are two approaches toward implementing the reduction: (1) a reduction in services and (2) an increase in revenue to offset the reduction. The Department prefers the latter approach and has been investigating a "service impact tax", a one-time tax for new development. Currently, the impact service tax is being charged by MUNI and the San Francisco Unified School District. The Department will do a survey of California fire departments on this subject and, also, perform an in-depth analysis before moving ahead.

Furthermore, Suppression is still expending more than their projection but WDOs (Work on Day Off) have been steadily dropping since a high of 14.5 in July. Once the new class is in the field, WDOs should drop to 6 per day. There are still 35 unfilled positions that will become part of attrition savings for this fiscal year. The Department had 27 retirements to date and had $2.4 million in onetime pay-outs. For FY 2004-05, fifty retirements are projected.

In reference to revenue production, the Bureau of Fire Prevention is projecting a net increase of $300,000 for this fiscal year and an increase of $400,000 for the 18-month plan. EMS is projecting an increase of $458,000 due to higher Medicare payments and an additional $300,000 from improved patient tracking. The Allied EMS billing contract will be extended until a new RFP (Request For Proposal) can be developed and the new billing system should be in place by July 1, 2005.

Chief Massetani pointed out that there has been a steady drop in disability leave. In the current pay period, November 6 through November 19, 65 members were on disability, which is a 21% decrease from the same time last year.

In closing, Chief Massetani informed the Commission that the CFO (Chief Financial Officer) selection process is proceeding on track. There were nine applicants for open CFO positions in four City departments. The Fire Department hopes to select three finalists who will then interview with the Chief.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

D. Disciplinary Hearing Assignments *[Discussion]*

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

Name	*Case #*	*Type of case*	*Commissioner*
Assistant Chief Aaron Stevenson	04 – 13	Suspension Appeal	Conroy
A/Lieutenant Jon Del Bino	04 – 14	Suspension Appeal	Clarke
Lieutenant Joseph King	04 – 15	Suspension Appeal	Nakajo

5. PUBLIC COMMENT

Frank Kelly, Secretary, Firefighters Local 798, apprised the Commission regarding the campaign initiated by Local 798 and the Coalition to Save Neighborhood Firehouses to alert taxpayers and the citizens of San Francisco about reduced services, particularly the brown-outs of engine companies. He enumerated the campaign's highlights, including a full page ad in the *Chronicle* and *Examiner*, news on TV and discussion on radio talk shows. Mr. Kelly described an incident, which illustrated the effect upon the whole city of browning out Engine companies. He pointed out that today's budget for the Fire Department is less than it was ten years ago, and that there has been a steady cutting of companies over the years that needs to be stopped.

Todd Kessinger, M.D., President, San Francisco Emergency Physicians Association (SFEPA), wished to address the Commission on the proposed restructuring of EMS. He noted that there were four models considered by the workgroup. The Emergency Physicians Association has some concerns that the model selected may not be the ideal model and believes that there should be further investigation to determine the ideal model. The SFEPA recommends that an independent group study the problem, and fully explore the implications, budgetary as well as performance issues. His organization, whose members are on the receiving end of EMS, wishes to see an ideal system that maximizes performance for residents of San Francisco as well as visitors.

Michael Rockeach, M.D. Emergency Physicians Association, wished to add to Dr. Kessinger's comments. He explained that his organization meets monthly and discusses how EMS is delivered in the City. The group has seen various EMS configurations over the years and has studied models throughout the country. The SFEPA would like to recommend that a review be undertaken by an outside independent consultant. This should encompass all information and the various models, with accompanying budgets for those models, and should take place in an open public process with vocal meetings that would clearly establish the best model for San Francisco. This public process should also include parties such as the Emergency Physicians of San Francisco.

6. ADJOURNMENT

Prior to adjournment, President Conroy joined Chief Hayes-White in wishing everyone a Happy Thanksgiving. He added that he was thankful to the Chief and her staff, and to the Department for the protection it affords to the people and property of San Francisco and that he was honored and privileged to be associated with the Department.

President Conroy adjourned the meeting in memory and honor of Mrs. Betty Turmenne.

There being no further business to come before the Commission, the meeting was adjourned at 8:40 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-33

MINUTES OF THE FIRE COMMISSION

Special Meeting – Thursday – December 9, 2004 – 5:15 p.m.
698 Second Street, Room 102

Item No.

1. ON ROLL CALL, the following were noted present:

DOCUMENTS DEPT.

JAN 10 2005

SAN FRANCISCO
PUBLIC LIBRARY

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Rosemarie Fernandez-Pifer
Commissioner Clem Clarke

Commissioner Douglas E. Goldman was excused for business reasons.

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations
Gary P. Massetani	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	- Division of Airports
Glenn E. Ortiz-Schuldt	- Division of Emergency Medical Services
Paul H. Chin	- Division of Fire Prevention & Investigation
Lorrie A. Kalos	- Division of Support Services
Thomas A. Siragusa	- Division of Training
Alfred P. Quartaroli	- Division of Homeland Security

Chief Officers – Firefighting Services:

Arthur W. Kenney	- Division 2
John J. Lee	- Division 3 (Acting)

EMS Officers:

Marshal Isaacs, M.D.	- SFFD Medical Director
James M. Fazackerley	- Section Chief, Operations

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meetings of October 14, 2004 (amended), October 28, 2004 (amended) and Special Meeting of November 9, 2004.

Commissioner Clarke moved and Commissioner Nakajo seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during November 2004.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, November 6 through November 19, 2004.

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Tomasello, Raymond G.	H40 Battalion Chief	Service	Nov. 17, 2004
Garibaldi, Daniel M.	H20 Lieutenant	Service	Nov. 24, 2004
Owen, Kenneth H.	H20 Lieutenant	Service	Nov. 11, 2004

(Retirement Certificates will be presented at Fire Commission meeting of February 24, 2005)

Discipline
Reporting the following disciplinary action:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Truck 14	20 calendar days	11-27-04 11-28-04 01-08-05 01-09-05 02-08-05 02-09-05 03-06-05 03-07-05 04-11-05 04-12-05 05-12-05 05-13-05	Sec. 3905 (Unfamiliarity with Rules) Sec. 3915 (Proper Behavior) Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3923 (Disobedience) G.O. 02 A-37 (EEO Policy and Complaint Procedure)

Discipline
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Truck 6	4	12-10-04 12-11-04 12-13-04 12-14-04	Sec. 3912 (Intoxicants & Drugs)

Leaves

Reporting leave of absence with pay for Captain James Connors, Division of Training, for three days, January 4 through January 6, 2005, in order to attend a *Training Specialist Course* offered by the Industrial Emergency Council in Pleasanton, California. Funds for the cost of the class and transportation are included in the 2004-05 budget. Captain Connors will not be replaced.

Reporting leave of absence with pay for Lieutenant Brendan O'Leary, Bureau of Fire Prevention, for two days, November 30 through December 1, 2004, in order to attend the *Fire Investigation CTS Workshop* offered by the State Fire Marshal's Office in Ione, California. The cost of the workshop will be paid by the State Fire Marshal's Office. Lieutenant O'Leary will not be replaced.

Reporting leaves of absence with pay for the time period from September 2004 through January 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
5	H2 Firefighter	64
2	H20 Lieutenant	60
	Total Number of Days with Pay	124

Reporting intermittent leaves with pay for the time period from September 2004 through January 2006 for the following:

1	H2 Firefighter	Mar. 12, 2005 – Jan. 29, 2006
1	H2 Firefighter	Feb. 11, 2005 – Nov. 02, 2005
1	H2 Firefighter	Nov. 24, 2004 – Nov. 23, 2005
1	H3 Firefighter/Paramedic	Sep. 01, 2004 – Jul. 01, 2005
1	H40 Battalion Chief	Dec. 02, 2004 – Dec. 02, 2005

Reporting leaves of absence without pay for the time period from December 2004 through August 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	H2 Firefighter	177
	Total number of Days w/o Pay	177

Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Frank Cuffe III Major	H2 FF	11-14-04 thru 11-21-04	8	US Army Res. San Diego, CA	Attend Active Duty Training

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 13	04-5-054	10/1/2004	737	A	File
Cause:	Driver inattention - While stopped, Medic 13 started to move forward and struck a civilian vehicle which was still stopped				
Medic 8	04-5-055	10/2/2004	740	A	File
Cause:	Driving skill deficiency - While pulling away from a curb, Medic 8 struck a utility pole with right rear of ambulance				
Medic 13	04-5-056	10/3/2004	737	A	File
Cause:	Backing up without spotter - While backing up, Medic 13 struck a civilian vehicle				
Headquarters	04-5-057	10/4/2004	308	A	File
Cause:	While backing into parking space in front of headquarters, department vehicle's mirror contacted a post				
Engine 42	04-5-058	10/4/2004	0	A	File
Cause:	Backing up without spotters - While backing up into a parking space, Eng 42 struck a parked civilian vehicle				
Engine 38	04-5-059	10/14/2004	538	A	File
Cause:	While pulling up to station for fuel, Eng 38 struck a parked civilian vehicle				
Engine 40	04-5-060	10/21/2004	507	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, Eng 40 struck a parked civilian vehicle on an extremely narrow street				
Truck 3	04-5-061	10/21/2004	632	B	Bill
Cause:	While at an incident with outriggers and aerial ladder deployed, a passing van struck the left outrigger				

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from November 18, 2004 through November 29, 2004:

1. From Jacklyn Cahill, thanking the Department for providing NERT training, which she just had, commending the SFD personnel on the training and hoping for the continued funding of the program in these difficult fiscal times. Copy: Commissioners, Chief of Department and Director of Training.

2. From Ted Warburton, Harbor Master, Brisbane Marina, City of Brisbane, thanking the Department for the participation of the fireboat *Guardian* in their Marina Festival and commending the *Guardian* and Pilot Robert Costa for a magnificent display. Copy: Commissioners, Chief of Department and Deputy, Chief Operations.

3. From the teacher and students of Room 8, Guadalupe School, thanking the Department for the firefighters' presentation on fire safety and stating that they enjoyed it and learned a lot. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

4. From Kristen Odlaug, informing the Commission that she had filed an EEO complaint and had been interviewed by the City's EEO unit but to date had not received any decision as to the outcome of her complaint. Copy: Commissioners, Chief of Department, Department Personnel Officer and Deputy Chief, Operations.

5. From Todd Kessinger, M.D., FACEP, President, San Francisco Emergency Physicians' Association (SFEPA), requesting the Commission's consideration of further study of all models considered by the EMS Workgroup, which selected Model 1 as the best option (keeping ambulances in the Fire Department). The SFEPA urges the review of different configurations by an outside, independent consultant. Copy: Commissioners, Chief of Department and EMS Chief.

6. From Mike Ray, inquiring how to request a fire inspection of blocked stairways and fire exits at San Francisco State University. Copy: Commissioners, Chief of Department and Fire Marshall.

Commissioner Nakajo moved and Commissioner Fernandez-Pifer seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Chief Hayes-White declared that she and Gary Massetani, Deputy Chief, Administration continue working closely with the Mayor's Office on the budget. The Department is trying to meet Mayor's Newsom's mid-year request for a budget reduction of $7.5 million but no definitive details have yet been provided. Discussion continues in general terms concerning the continuation of browning-out engine companies, reviewing peak period staffing, and deactivating certain units in the evening. Another aspect under review is an increase in revenue from two main sources: (1) Bureau of Fire Prevention with increases in inspection and permit fees, and (2) EMS Division increases in the billing process.

The Department is developing an overall staffing plan for FY 2004-05, and is anticipating a large number of retirements. There will be over 100 individuals who will be over the age of 55 with 30 years of service, which will entitle them to pensions of 90% of salary.

Chief Hayes-White acknowledged Chief Massetani's efforts since he has been wearing two hats for at least five months after the departure of the CFO. Interviews have been conducted and the Department can look forward to a new CFO being in place shortly.

Chief Hayes-White briefly reported that: (1) the second Town Hall meeting on the EMS Reconfiguration was well attended; (2) at an early morning fire involving a single family home, a person succumbed to smoke inhalation; (3) a multi-department drill conducted by OES (Office of Emergency Services), including Police and the Port, was well executed; (4) the NERT program received a $100,000 grant from Fireman's Fund and Lieutenant Arteseros will be developing a plan for program enhancements; and (5) a press conference is scheduled for December 10th to introduce the PAD (Public Access Defibrillation) program to MUNI, with two AEDs (Automatic External Defibrillators) being placed in the Powell Street Station.

Commissioner Nakajo commended Chief Hayes-White and Chief Siragusa, Director of Training, on the recent graduation ceremony. He noted that there was heavy rain that day and the ceremony was moved inside, and that the ceremony went exceedingly well. Commissioner Nakajo also wished to know if the existing H2 list had been extended. Chief Hayes-White responded that the list had strong candidates and the Department had requested a one year extension from the Department of Human Resources, which was granted, but it is the final extension.

Report from Suppression

Fred Sanchez, Deputy Chief, Operations, reported on the interagency terrorist drill with Fire, Police, Coast Guard and the Port participating under the direction of OES. The scenario entailed a ferryboat coming into McCovey Cove that had been taken over by terrorists. The drill went well but more training is called for and will be scheduled on a monthly basis.

Chief Sanchez reported that there were three greater alarms in the time period between November 9 to December 9, 2004: (1) 4430 Third Street – 2-story building, Type 5, with both commercial and residential occupancies, 23 units and 66 firefighters at the scene, 30 adults and seven children displaced, difficult fire to contain due to unusual interior structure, incident commander was A/DC John Lee; (2) 369 Herman – 3-story, Type 5 building with residential occupancy, 22 units and 68 firefighters at scene, aggressive crews limited the exposures and threw 50 foot ladder, four adults and one child displaced, incident commander was DC Bracco; and (3) 155 Jackson – 25-story, Type 1, residential highrise, 23 units and 68 firefighters at scene, cause was electrical high voltage malfunction, building was de-energized and residents self-evacuated, no one was displaced, incident commander was DC Bracco.

In closing, Chief Sanchez commended Chief Quartaroli for organizing and implementing, on very short notice at the request of the Mayor, a bomb awareness WMD (Weapons of Mass Destruction) drill, in conjunction with the Police Department. The training was extremely well attended and currently there are only three people in the Department that have not receive training in this area.

Discussion ensued with Commissioners asking questions and Chief Sanchez responding.

Commissioner Nakajo wished to be updated on the daily effect of brownouts. Chief Sanchez responded that he had directed staff to closely document every working fire starting with October 26th to the present for any possible impacts. To date, there have been no adverse consequences.

Commissioner Conroy added that it is unfortunate that the Department has been placed in such a position that it may be only a matter of time that an untoward event will occur. He noted that with the Incident Support Specialist positions deactivated, Battalion Chiefs have to monitor the radio, give commands to members at the fire scene while driving with red light and siren through intersections and against red lights. Commissioner Conroy was concerned that such practice is courting disaster, and was pleased that to date there had been no adverse consequences.

Report from Emergency Medical Services

James Fazackerley, EMS Section Chief, Operations, provided an overview of EMS activities: (1) Research is continuing for bringing ambulance billings in-house but, in any case, an RFP (Request for Proposal) is being prepared; (2) all county mandated times are being met except the four-minute and 30 second first defillibrator on scene the Department stands at five minutes and 30 seconds in the 90th percentile; (3) seven unusual occurrence reports were received, with five coming from outside the Department and 13 cases have been closed.

Furthermore, the EMS Division is working on a revised procurement dispensing and tracking system for narcotics. All field dispensing of narcotics is closely monitored but the procedure will be realigned and tracking will be centralized starting in February. Also, an anti-seizure replacement medication is being introduced to replace Valium called Ativan, which was found to be fairly effective.

In closing, Chief Fazackerley reported that Captain Tangherlini is continuing to offer outreach services to a number of EMS clients, including the homeless, asthma patients and the elderly. He participated in Project Connect wherein hundreds of volunteers, including members of City government, walked the Tenderloin and South of Market to contact and bring in individuals into the medical and social services triage area.

Glenn Ortiz-Schuldt, Assistant Deputy Chief, EMS, provided an update on the most recent Town hall meeting concerning the EMS reconfiguration. It was well attended with the bulk of participants being H3 Firefighters/Paramedics. Interest remains high but some concerns were voiced related to the failure of Propositions J and K and their impact on the reconfiguration. The count of H3 Fire/Paramedics is holding fairly steady at 248-250. Some encouraging news comes from the City College Paramedic Program, with 20 firefighters applying and 13 being accepted into the program. In addition, an EMS component will be introduced into the Fire Reserve. Chief Ortiz-Schuldt believes that a high feeling of optimism remains about the EMS reconfiguration with everyone waiting to see what the next moves will be. The next Town Hall meeting is scheduled for January 19, 2005, 9:00 PM.

Marshal Isaacs, M.D., SFFD Medical Director, provided an overview of the upcoming Mayor's press conference on Public Access Defillibration (PAD). Dr. Isaacs described the need for this equipment since there are over 225,000 cardiac arrests yearly in the United States. The rapid evolution of this equipment has reached the point were the public can now utilize it to save lives instead of highly trained personnel. The Fire Department currently runs many PAD programs at the Airport, the county jails, performing arts venues, such as the Opera and Symphony and numerous others. At the press conference, the Mayor will announce that MUNI and the Police Department will participate in the PAD program under the overall direction of the Fire Department. In closing, Dr. Isaacs stated that active discussions have started encouraging BART and the Unified School District to join the partnership.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Disciplinary Hearing Assignments *[Discussion]*

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

Name	*Case #*	*Type of case*	*Commissioner*
Stephen Farac	04 – 16	Suspension Appeal	Fernandez-Pifer

5. PUBLIC COMMENT

There was no public comment.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:30 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clem Clarke, *Commissioner*
Rosemarie Fernández-Pifer, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 04-34

MINUTES OF THE FIRE COMMISSION

Special Meeting – Thursday – December 9, 2004 – 6:30 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

DOCUMENTS DEPT.

JAN 10 2005

SAN FRANCISCO
PUBLIC LIBRARY

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Rosemarie Fernandez-Pifer
Commissioner Clem Clarke

Commissioner Douglas E. Goldman was excused for business reasons.

Joanne M. Hayes-White - Chief of Department

2. PROMOTIONAL CEREMONY ***[Discussion]***

Joanne Hayes-White, Chief of Department, welcomed everyone present and thanked them for their attendance. She pointed out that this evening she will be swearing-in members who she was able to select under the direction and approval of the Mayor to round out her command staff. Following the Promotional Ceremony, there will be a Meritorious Awards ceremony, acknowledging the brave and heroic acts by members of the Fire Department, both on- and off-duty.

Chief Hayes-White administered the Oath of Office as stated below:

> *I, _____ (Each officer stated his respective name and repeated the oath.) do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic, that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California, that I take this obligation freely, without any mental reservation or purpose of evasion, and that I will well and faithfully discharge the duties upon which I am about to enter.*

Chief Hayes-White pinned badges on the following members and briefly described their careers in the Fire Department:

- James Fazackerly, Section Chief, EMS Operations
- Paul Chin, Fire Marshall, Bureau of Fire Prevention & Investigation
- Patrick Casserly, Assistant Deputy Chief, Airport Division
- Glenn Ortiz-Schuldt, Assistant Deputy Chief, EMS Chief

- Al Quataroli, Assistant Deputy Chief, Special Operations (Homeland Security)
- Thomas Siragusa, Assistant Deputy Chief, Director of Training
- Gary Massetani, Deputy Chief, Administration
- Federico Sanchez, Deputy Chief, Operations

Chief Hayes-White stated that she was proud of the team she had assembled and grateful to be working with such a group of dedicated and professional individuals. She thanked them for their hard work and the many late nights that each and every one had put in.

President Conroy congratulated the Chief and the members of her command staff. He also wished to acknowledge two incumbent command staff members, namely, Assistant Deputy Chief Lorrie Kalos and Medical Director Marshal Isaacs, M.D. President Conroy noted that it was a great team and that they had made remarkable progress over the past year.

3. MERITORIOUS AWARDS *[Discussion]*

Chief Hayes-White wished to recognize those members of the Department that have gone above and beyond the call of duty. She noted that the Fire Service was a dangerous occupation and risks are taken every day but this night she wished to acknowledge members that are deserving of these prestigious awards. With the assistance of Deputy Chiefs Sanchez and Massetani, she presented medals and certificates to the following members and described the incidents.

Class A Award

Firefighter Elizabeth M. Leahy
Firefighter/Paramedic Beth M. Goudreau
Firefighter Jason M. Woo
Firefighter/Paramedic Jonathan T. Baxter

On the afternoon of February 18, 2004, Station 18 responded to Ocean Beach at Sloat Boulevard to a report of an overturned sailboat with people in the water. With winds gusting to 40 mph, at what is considered to be one of the world's most dangerous beaches, with the surf extremely turbulent and treacherous. Without hesitation, the A-team, consisting of FF Leahy and FF/PM Goudreau, entered the water, followed closely by the B-team of FF/PM Baxter and FF Woo. FF Leahy reached the first victim and FF/PM Goudreau reached the second victim. The B-team, upon learning of a third victim, searched the area to no avail. They then returned to the A-team and assisted them in bringing the two victims to shore. All this was done on a late mid-winter day against some of the most perilous conditions the ocean has to offer. The two people rescued are alive today only because of the quick, decisive actions of these firefighters.

Class B Award

Firefighter Timothy J. Dudley

On the evening of August 14, 2001, Truck 17 responded to a building fire at 1081 Key Avenue. The crew began working on the peaked roof of a three-story structure, where they encountered heavy smoke. As T/Captain Darryl Hunter neared the peak, his left quadriceps tore from the knee. When he put weight on his right leg, the same muscle of that leg also tore, causing him to fall and slide down the peak toward the edge of the roof. FF Dudley reached out and grabbed his powerfully built officer as he slid toward extreme danger and dragged him to a roofing ladder where other crew members could assist him. FF Dudley suffered severe injuries as a result of this rescue.

Class B Award
Firefighter Darryl J. Scobie

On the afternoon of March 11, 2004, FF Scobie, while off duty, observed three people being swept into the ocean from the rocks below the Cliff House. He quickly changed into his swimsuit, grabbed his surfboard and entered the water to assist them. He paddled out to the first two victims who were in deep water and assisted them to a safe position near the shore on the rocks. He then proceeded to paddle through heavy rip current and wave activity to rescue the third victim who by now was halfway to Seal Rock. One of the waves fractured the tail of his surfboard on the rocks. Upon reaching her, he jumped off his board and lifted the woman onto it. After constantly battling the waves and current and trying to keep the victim on the board, he was met about 40 feet from shore by a National Park Service lifeguard and was assisted to shore.

Class C Award
Firefighter Joseph M. Barbero

On January 29, 2004, Engine 24 responded to a working fire at 35 Skyview Drive. When it was learned that a victim could possibly be on the second floor, a search was begun. Under heavy heat and smoke conditions, FF Barbero conducted a search of nearby rooms and found the victim in a hallway bathroom. Other members were then alerted to assist him and the victim was removed.

Class C Award
T/Lieutenant Bradley L. Rey

On the morning of April 9, 2004, Truck 3 was one of many companies that responded to the nearly fully involved building at 1437 Hyde St. As the fire, that had already claimed two lives, was spreading, the crew of Truck 3 raised a ladder to a second floor window where a woman was in great danger. T/Lt. Rey ascended the ladder and pulled the woman from the room and down the ladder to safety.

Class C Award
Chief's Aide Douglas Riba
Firefighter Wayne Wong

On the afternoon of August 13, 2002, Engine 14 and Battalion 7 were summoned to assist a citizen who had fallen from the cliffs near 32nd Avenue and El Camino Del Mar. The victim, who had been there since the day before, was 30 feet above the water and had suffered a broken femur. Because of the steep terrain and heavy brush, it was determined that lowering the victim to a small beach below would be the safest method of removal. FF Wong and Chief's Aide Riba swam from a National Park Service Zodiac to the extremely rocky shore, struggling against the persistent wave action. On shore, they secured buoys to the backboard and made a difficult swim back to the waiting N.P.S. Zodiac. After lifting the victim into the boat, they returned to shore to await their own removal upon the boat's return.

Class C Award
Firefighter William Chin
Firefighter Vincent J. Wong

On the afternoon of April 7, 2003, Engine 28 responded to a third alarm at 532 Green Street. Lt. Bernard Gibson and his crew arrived first on the scene and advanced a ready line to the fire floor. Upon entering and area with extremely high heat conditions and almost no

visibility, they came upon two children who were unconscious and not breathing. FF Vincent Wong removed the 3-year-old child and FF William Chin removed the 4-1/2-year old. Through adverse conditions, the firefighters took the children down the stairs and handed them off to members of Rescue Squad 1. They then returned to their line to fight the fire.

Class C Award
Firefighter Anthony W. Rivera

On the evening of April 7, 2003, Rescue Squad 2 was summoned to assist an extremely agitated citizen standing on a work platform about 3 feet below the roof line of a construction operation at 29th Street and Tiffany Avenue. FF Rivera was the first to reach him and observed the man had a broken bottle in his left hand and an intact bottle in his right. FF Rivera remained calm and tried to talk the man into coming down. As the man looked down to the newly broken bottle, FF Rivera leapt to the structure and held the man in a bear hug allowing the other members of his crew to disarm him.

Unit Citation – Engine 28
Lieutenant Bernard D. Gibson
Firefighter Vincent Wong
Firefighter William Chin
Firefighter Robert Wong

On the afternoon of April 7, 2003, Engine 28 responded to a third alarm at 532 Green Street. Lt. Bernard Gibson and his crew arrived first on the scene and advanced a ready line to the fire floor. Upon entering and area with extremely high heat conditions and almost no visibility, they came upon two unconscious children who were not breathing. FF Vincent Wong removed the 3-year-old child and FF William Chin removed the 4-1/2-year old. Through adverse conditions, the firefighters took the children down the stairs and handed them off to members of Rescue Squad 1. They then returned to their line to fight the fire.

Unit Citation

Temporary Captain John Melanephy	***Engine 6***
Firefighter Gene Eden	
Firefighter Frank Cercos	
Firefighter/Paramedic James Ferrante	
Temporary Lieutenant Kevin Hickey	***Truck 6***
Firefighter Stephen Hart	
Firefighter Jeffrey Babb	
Firefighter Robert Matiek	
Firefighter James Draper	
Lieutenant Anthony Smerdel	***Rescue Squad 2***
FF Stanley Lee	
FF Darius Luttrop	
FF Anthony Diricco	
Firefighter/Paramedic Annette Hobrucker	***Medic 5***
Firefighter/EMT Gregory Browne	

On the afternoon of February 12, 2004, Engine 6, Truck 6, Rescue Squad 2 and Medic 5 responded to Church and Duboce Streets to find a woman trapped beneath a MUNI streetcar. The victim was in great pain and entirely hidden from view. The members of

Station 6 and Rescue 2 worked together to lift the streetcar off the victim. As it was being raised, the Medic 5 team moved under the car to assist the victim. The patient was C-spined, extricated and placed in the ambulance within 19 minutes of the initial call.

Letter of Commendation
Lieutenant Anthony Smerdel

On the afternoon of April 7, 2003, Rescue Squad 1 responded to a third alarm at 532 Green Street. As the crew was ascending the stairs to the fire floor, they were met by FF Wong and FF Chin from Engine 28 who were descending with two children. Lt. Smerdel and FF Cochrane made a quick assessment to find that neither child was breathing and began mouth-to-mouth resuscitation. They exited the building with the children and by the time they reached the ambulance, both children were breathing on their own.

Letter of Commendation
Firefighter Daniel Garibaldi

On the afternoon of August 16, 2003, while vacationing at Lake Berryessa, FF Garibaldi responded to assist people who had found one of their group lying on the deck of their patio boat unconscious and not breathing. FF Garibaldi assessed the victim's condition and began CPR and mouth to mouth resuscitation until relieved by the Napa County Fire and Medical personnel.

Letter of Commendation
Firefighter Kenneth Smith

On December 31, 2003, several units responded to a motor vehicle accident at Pine and Baker Streets. It was learned by a private citizen that the driver of one of the cars had fled the scene. FF Smith and FF Kircher pursued the driver, apprehended him and turned him over to the police.

4. PUBLIC COMMENT

There was no public comment.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:30 p.m.

Tania Bauer
Secretary

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